

Business Paper

ORDINARY COUNCIL MEETING

COUNCIL CHAMBERS, GUNDAGAI

6:00PM, Tuesday 27th May, 2025

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, 27th May, 2025 at 6:00PM

The agenda for the meeting is enclosed.

Roger Bailey
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.

Statement of Ethical Obligations

The Mayor and Councillors are bound by the Oath/Affirmation of Office made at the start of the Council term to undertake their civic duties in the best interests of the people of Cootamundra-Gundagai Regional Council and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act or any other Act, to the best of their skill and judgement.

It is also a requirement that the Mayor and Councillors disclose conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting in accordance with Council's Code of Conduct and Code of Meeting Practice.

AGENDA

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1 ACKNOWLEDGEMENT OF COUNTRY

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

ADJOURN MEETING FOR OPEN FORUM**2 OPEN FORUM****RESUME OPEN MEETING****3 APOLOGIES****4 DISCLOSURES OF INTEREST**

5 CONFIRMATION OF MINUTES

5.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 22 APRIL 2025

REPORTING OFFICER	Teresa Breslin, Executive Assistant to Mayor and General Manager
AUTHORISING OFFICER	Roger Bailey, 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 22 April 2025

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on Tuesday 22 April 2025 be confirmed as a true and correct record of the meeting.



**COOTAMUNDRA-
GUNDAGAI REGIONAL
COUNCIL**

ABN: 46 211 642 339
PO Box 420, Cootamundra NSW 2590
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Minutes

ORDINARY COUNCIL MEETING

ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA

6:00PM, TUESDAY 22nd April, 2025

Administration Centres: 1300 459 689

**MINUTES OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA
ON TUESDAY, 22 APRIL 2025 AT 6:00PM**

PRESENT: Cr Abb McAlister (Mayor), Cr Rosalind Wight (Deputy Mayor), Cr Les Cooper, Cr David Graham, Cr Gil Kelly, Cr Penny Nicholson, Cr Ethan Ryan (online), Cr Danyal Syed

IN ATTENDANCE: Roger Bailey (Interim General Manager), Trevor Dando (Deputy General Manager - Operations), Cody Hardy (Acting Manager Business) (online), Peter Smith (Interim Manager Finance) (online), Greg Ewings (Acting Manager Regional Services Gundagai), Teresa Breslin (Executive Assistant)

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 066/2025

Moved: Cr Gil Kelly

Seconded: Cr Rosalind Wight

That Council adjourn for Open Forum.

CARRIED

2 OPEN FORUM

List of Speakers

1. Brendan Price – DoTT Development – item 11.2

RESUME OPEN MEETING

RESOLUTION 067/2025

Moved: Cr Les Cooper

Seconded: Cr Penny Nicholson

That Council resume the Open Meeting.

CARRIED

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 APOLOGIES

APOLOGY

RESOLUTION 068/2025

Moved: Cr David Graham

Seconded: Cr Danyal Syed

That the apology received from Cr Collins be accepted and leave of absence granted.

CARRIED

3.2 LEAVE OF ABSENCE

Nil

4 DISCLOSURES OF INTEREST

Nil

5 CONFIRMATION OF MINUTES**5.1 MINUTES OF THE EXTRAORDINARY MEETING OF COUNCIL HELD ON THURSDAY 20 MARCH 2025****RESOLUTION 069/2025**

Moved: Cr David Graham

Seconded: Cr Les Cooper

That the Minutes of the Extraordinary Meeting of Council held on Thursday 20 March 2025 be confirmed as a true and correct record of the meeting.

CARRIED

5.2 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 25 MARCH 2025**RESOLUTION 070/2025**

Moved: Cr Rosalind Wight

Seconded: Cr Gil Kelly

That the Minutes of the Ordinary Meeting of Council held on Tuesday 25 March 2025 be confirmed as a true and correct record of the meeting.

CARRIED

6 MAYORAL MINUTES**6.1 MAYORAL MINUTE - COUNCILLOR ENGAGEMENT****RESOLUTION 071/2025**

Moved: Cr David Graham

Seconded: Cr Danyal Syed

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

CARRIED**6.2 MAYORAL MINUTE - GUNDAGAI RICHARD NORDEN MEMORIAL PROJECT****RESOLUTION 072/2025**

Moved: Cr David Graham

Seconded: Cr Les Cooper

That Council notes the request and considers providing support to the Gundagai RSL for the Richard Norden Memorial project at a future point once funding applications are known.

CARRIED**7 REPORTS FROM COMMITTEES**

Nil

8 GENERAL MANAGER'S REPORT**8.1 GENERAL MANAGER OFFICE**

Nil

8.2 BUSINESS**8.2.1 THE ARTS CENTRE COOTAMUNDRA S.355 COMMITTEE MEETING MINUTES****RESOLUTION 073/2025**

Moved: Cr Gil Kelly

Seconded: Cr Rosalind Wight

The Minutes of The Arts Centre Cootamundra s.355 Committee Meeting held 15 August 2024, 19 September 2024, 17 October and 21 November 2024 attached to the report, be received and noted.

CARRIED**8.2.2 MUTTAMA HALL MANAGEMENT S.355 COMMITTEE MEETING MINUTES****RESOLUTION 074/2025**

Moved: Cr Penny Nicholson

Seconded: Cr David Graham

The Minutes of the Muttama Hall Management s.355 Committee Ordinary Meetings held, 19 February 2025 and 19 March 2025, attached to the report, be received and noted.

CARRIED

8.2.3 WALLEND BEEN MEMORIAL HALL S.355 COMMITTEE MEETING MINUTES, MEMBERSHIP AND FEES**RESOLUTION 075/2025**

Moved: Cr Danyal Syed

Seconded: Cr Rosalind Wight

1. The Minutes and supporting documentation of the Wallendbeen Memorial Hall s.355 Committee Annual General Meeting (AGM) held on 19 March 2025, attached to the report, be received and noted.
2. The office bearers and membership of the Wallendbeen Memorial Hall s.355 Committee as detailed in the report and attached AGM minutes, be endorsed.

CARRIED

8.2.4 MUTTAMA CREEK REGENERATION GROUP S.355 COMMITTEE MEETING MINUTES**RESOLUTION 076/2025**

Moved: Cr Les Cooper

Seconded: Cr Gil Kelly

The Minutes of the Muttama Creek Regeneration Group s.355 Committee meeting held, 10 February 2025, attached to the report be, received and noted.

CARRIED

8.2.5 DRAFT PUBLIC ARTS POLICY**RESOLUTION 077/2025**

Moved: Cr Rosalind Wight

Seconded: Cr Danyal Syed

That the Draft Public Art Policy, attached to the report, be adopted.

CARRIED

8.3 FINANCE**8.3.1 FINANCE UPDATE - MARCH 2025****RESOLUTION 078/2025**

Moved: Cr David Graham

Seconded: Cr Rosalind Wight

The Finance Update report, be received and noted.

CARRIED

8.3.2 RESTRICTED CASH RECONCILIATION - MARCH 2025**RESOLUTION 079/2025**

Moved: Cr David Graham

Seconded: Cr Gil Kelly

The Restricted Cash Reconciliation report, be received and noted.

CARRIED

8.3.3 INVESTMENT REPORT - MARCH 2025**RESOLUTION 080/2025**

Moved: Cr Gil Kelly

Seconded: Cr Les Cooper

The report detailing Council Cash and Investments as at 31st March 2025, be received and noted.

CARRIED

8.3.4 QUARTERLY BUDGET REVIEW STATEMENT - DECEMBER 2024**RESOLUTION 081/2025**

Moved: Cr Penny Nicholson

Seconded: Cr Danyal Syed

- 1. The December 2024 Quarterly Budget Review be received and noted.**
- 2. The budget variations listed in the report be adopted.**

CARRIED

8.4 SUSTAINABLE DEVELOPMENT**8.4.1 DRAFT GUNDAGAI HOUSING AND EMPLOYMENT LAND STRATEGY TO GO ON PUBLIC EXHIBITION****RESOLUTION 082/2025**

Moved: Cr Penny Nicholson

Seconded: Cr David Graham

That:

- 1. Council endorse the draft Gundagai Housing and Employment Land Strategy for the purpose of public exhibition.**
- 2. A further report be presented to Council following the conclusion of the public consultation period, detailing the outcomes of community consultation and presenting the final Gundagai Housing and Employment Land Strategy for formal adoption.**

CARRIED

8.5 ENGINEERING COOTAMUNDRA**8.5.1 COOTAMUNDRA ENGINEERING REPORT - APRIL 2025****RESOLUTION 083/2025**

Moved: Cr Gil Kelly

Seconded: Cr Danyal Syed

The Cootamundra Engineering Report for the month of April 2025 be noted.

CARRIED

8.6 ENGINEERING GUNDAGAI**8.6.1 GUNDAGAI ENGINEERING REPORT - APRIL 2025****RESOLUTION 084/2025**

Moved: Cr Les Cooper

Seconded: Cr Rosalind Wight

The Gundagai Engineering Report for the month of April 2025 be noted.

CARRIED

8.6.2 CROWN ROAD RESERVE TRANSFER TO COUNCIL ROAD RESERVE**RESOLUTION 085/2025**

Moved: Cr David Graham

Seconded: Cr Danyal Syed

That Council:

- 1. Endorse the commencement of Crown Road Reserve Transfers to Council ownership for roads which are currently maintained by Council.**
- 2. Delegate authority to the Interim General Manager to sign any documentation necessary to give effect to this resolution.**

CARRIED

8.7 REGIONAL SERVICES GUNDAGAI**8.7.1 PRINCE ALFRED BRIDGE TIMBERS****RESOLUTION 086/2025**

Moved: Cr Penny Nicholson

Seconded: Cr Danyal Syed

That:

1. All salvaged timber from the dismantling of the historic Gundagai Prince Alfred Bridge currently being stored and quarantined at the Gundagai Landfill facility be repositioned to take up less space at the waste site and during this process be assessed and graded to establish the amount of timber retained that is good, fair and poor condition.
2. The results of the assessment be reported to Council for consideration.

CARRIED

8.7.2 GUNDAGAI REGIONAL SERVICES WORKS REPORT

RESOLUTION 087/2025

Moved: Cr Les Cooper

Seconded: Cr David Graham

The Gundagai Regional Services Department, Monthly works report be received and noted.

CARRIED

8.8 REGIONAL SERVICES COOTAMUNDRA

8.8.1 REGIONAL SERVICES - COOTAMUNDRA MONTHLY WORKS REPORT

RESOLUTION 088/2025

Moved: Cr David Graham

Seconded: Cr Gil Kelly

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

CARRIED

9 MOTION OF WHICH NOTICE HAS BEEN GIVEN

9.1 NOTICE OF MOTION - COMMISSIONING OF A BRONZE STATUE HONOURING BOB HOLDER

RESOLUTION 089/2025

Moved: Cr Ethan Ryan

Seconded: Cr Gil Kelly

That Council:

1. Receive a report outlining, scope, preliminary costs, funding strategies and results following community consultation.
2. Investigate the commissioning and installation of a life-sized bronze statue of Bob Holder, a celebrated saddle bronc rider, to be installed in the garden bed outside the Cootamundra Post Office on Wallendoon Street as per the artistic concept attached.
3. Undertake community consultation with:
 - Mr. Bob Holder and his family;

- The Cootamundra Rodeo Committee;
 - Parker and Wallendoon Street business owners.
4. Explore relevant funding avenues to support the project, including but not limited to:
- NSW Government funding programs, e.g. Create NSW's Arts and Cultural Funding Program, Regional Arts NSW - Regional Arts Fund, and NSW Community Building Partnership Program;
 - Council's own heritage and community enhancement budgets;
 - Community fundraising and sponsorship opportunities.

CARRIED

9.2 NOTICE OF MOTION - COMMUNITY CLEAN-UP DAY – MUTTAMA CREEK (HOVELL STREET TO OLNEY STREET)

RESOLUTION 090/2025

Moved: Cr Ethan Ryan

Seconded: Cr Gil Kelly

That Council:

1. Commit to organising a Council-led Community Clean-Up Day focused on the section of Muttama Creek between Hovell Street and Olney Street, Cootamundra, including overseeing planning, logistics, safety, and community engagement, with the goal of improving the environmental condition of the creek and fostering civic pride and participation.
2. Provide logistical and operational support to enable the event, including but not limited to:
 - a. Rubbish collection and disposal services (e.g. provision of bins or post-event waste collection),
 - b. Supply of basic safety materials such as gloves, bags, and high-visibility vests,
 - c. Promotional assistance via Council's website, social media platforms, and local media outlets.
3. Undertake a site-specific risk assessment in consultation with Council's Risk and WHS policies and procedures to identify any hazards (e.g. erosion, water access risks) and implement appropriate safety measures, including exclusion zones where necessary.
4. Ensure that all participating volunteers are covered under Council's public liability insurance, and that appropriate registration and safety briefing protocols are in place on the day.
5. Engage with local schools, community groups, sporting clubs, and service organisations to promote involvement and foster a broad cross-section of community participation.
6. Provide bottled water and basic refreshments for volunteers throughout the event and coordinate a community BBQ and informal gathering at the conclusion of the clean-up, featuring possible contributions such as local music or entertainment, to celebrate the collective effort and spirit of environmental stewardship.

CARRIED

10 QUESTIONS WITH NOTICE

Nil

11 CONFIDENTIAL ITEMS**11.1 CLOSED COUNCIL REPORT****RESOLUTION 091/2025**

Moved: Cr Les Cooper

Seconded: Cr David Graham

1. Items 11.2, 11.3, 11.4 and 11.6 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, 11.3, 11.4 and 11.6 be withheld from the press and public.

CARRIED

Council entered the Closed Council at 7.03pm.

RESUMPTION OF OPEN COUNCIL MEETING**RESOLUTION 092/2025**

Moved: Cr Gil Kelly

Seconded: Cr Rosalind Wight

That the Open Council meeting resume.

CARRIED

The Open Council meeting resumed at 7.33pm.

ANNOUNCEMENT OF CLOSED COUNCIL RESOLUTIONS

Note: The Interim General Manager announced the resolutions made in Closed Council.

11.2 NOTICE OF MOTION OF RESCISSION - DOG ON THE TUCKERBOX WATER SUPPLY DEED**MOTION**

Moved: Cr David Graham

Seconded: Cr Penny Nicholson

That Council alters point 3 of RESOLUTION 065/2025 to:

3. Commits to:

- i. providing reticulated potable water, at Council's expense, to the Dog on the Tuckerbox precinct within 18 months from the signing of the Water Supply Deed. Such a water supply to be at a minimum rate of 0.9mgl per day;
- ii. ensuring this objective is met, by adopting and implementing procedures specifically aimed at achieving the delivery of potable water within the specified timeframe; and
- iii. engaging in regular meetings with the developer of the Dog on the Tuckerbox site to monitor progress and facilitate the implementation of the water supply scheme.

AMENDMENT

Moved: Cr Ethan Ryan

Seconded: Cr Gil Kelly

That Council alters point 3 of RESOLUTION 065/2025 to:

3. Commits to a Water Supply Deed with the developer that:

- i. Affirms Council's continued and proactive support for the Dog on the Tuckerbox precinct development, while ensuring that the infrastructure Council delivers is sequenced in line with actual project needs and is done in a way that upholds its duty to the broader community;
- ii. Provides water to the Dog on the Tuckerbox precinct within three years of the developer achieving substantial commencement of works under DA2023/116 (demolition of existing buildings and construction of three new buildings). Such a water supply to be at a minimum rate of 0.9mgl per day; and
- iii. Includes a provision that 'Should the developer fail to complete all works under DA2023/116, or fail to achieve practical completion of the first new building, within twenty-four (24) months of the execution of the Water Supply Deed, Council's commitment to deliver potable water within the three-year timeframe shall lapse. Council may, at its discretion, extend or renegotiate this commitment based on the circumstances at that time.'

On being PUT the Motion was LOST.

11.2 NOTICE OF MOTION OF RESCISSION - DOG ON THE TUCKERBOX WATER SUPPLY DEED

RESOLUTION 093/2025

Moved: Cr David Graham

Seconded: Cr Penny Nicholson

That Council alters point 3 of RESOLUTION 065/2025 to:

3. Commits to:

- i. providing reticulated potable water, at Council's expense, to the Dog on the Tuckerbox precinct within 18 months from the signing of the Water Supply Deed. Such a water supply to be at a minimum rate of 0.9mgl per day;
- ii. ensuring this objective is met, by adopting and implementing procedures specifically aimed at achieving the delivery of potable water within the specified timeframe; and
- iii. engaging in regular meetings with the developer of the Dog on the Tuckerbox site to monitor progress and facilitate the implementation of the water supply scheme.

CARRIED

Crs Kelly and Ryan requested that their names be recorded AGAINST the resolution.

The FULL altered resolution shall now be:

That Council:

1. Notes the legal advice dated 2 June 2022 in relation to the funding for a water supply to the Dog on the Tuckerbox precinct;
2. Acknowledges that any existing Water Fund cash reserves may not be able to be used to extend the water supply to the Dog on the Tuckerbox precinct, unless further action is taken in accordance with s409(5) and (7) of Local Government Act 1993 (LG Act);
3. Commits to:

- i. providing reticulated potable water, at Council's expense, to the Dog on the Tuckerbox precinct within 18 months from the signing of the Water Supply Deed. Such a water supply to be at a minimum rate of 0.9mgl per day;
 - ii. ensuring this objective is met, by adopting and implementing procedures specifically aimed at achieving the delivery of potable water within the specified timeframe; and
 - iii. engaging in regular meetings with the developer of the Dog on the Tuckerbox site to monitor progress and facilitate the implementation of the water supply scheme.
4. Seeks approval from the NSW Office of Local Government for an extension of time to carryout the work under the Stronger Community Fund (SCF);
5. Subject to approval from the Office of Local Government, Council uses any of the unspent grant funds outlined in 4. above to carry out any planning and preparatory works to provide reticulated potable water to the Dog on the Tuckerbox precinct;
6. Funds any construction costs of the extension of reticulated potable water supply to the Dog on the Tuckerbox precinct via the use of grants, and if that is insufficient, through loan funding through the Cootamundra Gundagai Water Fund;
7. Prepares the Cootamundra Gundagai Water Fund for the provision of the payment of dividends and increases water charges accordingly;
8. Notes that a separate resolution will be required at some point in the future, in open Council, to deduct dividends;
9. Funds the repayment of any loan funds from the Cootamundra Gundagai Water Fund borrowed to provide potable water to the Dog on the Tuckerbox precinct;
10. Advises the developer that it has no plans of providing sewerage connection to the Dog on the Tuckerbox precinct and that the sewerage solutions are to be its (the developer's) expense to meet the requirements of the development consent;
11. Confirms that it will not be extending water supply to the village of Coolac at this point in time;
12. Informs the community of the proposal to fund the water extension to the Dog on the Tuckerbox precinct;
13. Authorises the Interim General Manager to negotiate, and if necessary vary (including point 3 above), the Water Supply Deed further if required and if there any material changes consult with the Mayor and Cr Ryan.

11.3 THE HOVELL STREET RECONSTRUCTION PROJECT - SUPPLY AND PLACE ASPHALT - TENDER RFT2025/06

RESOLUTION 094/2025

Moved: Cr David Graham

Seconded: Cr Gil Kelly

That Council accepts the tender from Fulton Hogan industries Pty Ltd for the contract price of \$410,938.00 Incl GST.

CARRIED

11.4 HOVELL STREET, COOTAMUNDRA - PAVEMENT REHABILITATION PROJECT - TENDER

RESOLUTION 095/2025

Moved: Cr Gil Kelly

Seconded: Cr Rosalind Wight

That;

- 1. Council notes the actions taken and the rationale behind those actions to ensure that the Hovell St road pavement rehabilitation project is delivered by 30th June 2025 and within budget;**
- 2. That the engagement of Western Kerbing for the construction of kerb & guttering for an amount of \$280,599.00 (inc GST) be endorsed;**
- 3. That the engagement of Bald Hill Quarry for the supply of road pavement material for an amount of \$470,519.28 (inc GST) be endorsed.**

CARRIED

11.6 ASPHALT WORKS MR78 OLYMPIC HIGHWAY SEGMENT 320 - TENDER RFT 2025/07

RESOLUTION 096/2025

Moved: Cr Gil Kelly

Seconded: Cr Les Cooper

That Council:

- 1. Accepts the tender of \$316,854.51 (inc GST) from Fulton Hogan Industries Pty Ltd based on the schedule of rates provided.**
- 2. Delegate authority to the Interim General Manager to execute all necessary documentation associated with this contract and expend funds as per the contract.**

CARRIED

The Meeting closed at 7.35pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 27 May 2025.

CHAIRPERSON

GENERAL MANAGER

6 MAYORAL MINUTES

6.1 MAYORAL MINUTE - COUNCILLOR ENGAGEMENT

DOCUMENT NUMBER	437449
AUTHORISING OFFICER	Abb McAlister, Mayor
REPORTING OFFICER	Abb McAlister, 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.

25 April 2025

Crs McAlister (Mayor), Wight (Deputy Mayor), Cooper, Collins, Graham, Kelly, Nicholson and Ryan attended Anzac Day services across the LGA, either on behalf of CGRC or in a personal capacity.

28 April 2025

Crs Wight (Deputy Mayor) and Cooper attended the Cootamundra Sports Foundation 2024 Sports Awards Presentations night.

Cr Collins met with the Manager of Engineering Cootamundra, Road Safety Officer and the Chair of the Local Traffic Advisory Committee.

29 April 2025

Crs McAlister (Mayor), and Nicholson assisted with the Gundagai Lego competition judging at the Gundagai Library.

Cr McAlister (Mayor) attended an online meeting with TransGrid/HumeLink and the Interim General Manager.

Crs McAlister (Mayor), Wight (Deputy Mayor) and Collins attended an Australian Citizenship Ceremony in Cootamundra.

30 April 2025

Cr Collins met with Wallendbeen Town Tennis Club.

2 May 2025

The Mayors of CGRC, Snowy Valleys, Upper Lachlan, Yass Valley and Wagga Wagga, meet with Canberra Region Joint Organisation, Regional Development Australia representatives and the NSW Minister for Energy, Penny Sharpe regarding the TransGrid HumeLink project and a community benefit-sharing proposal.

Crs McAlister (Mayor) participated in the 2025 Gundagai Bail Out at the Old Gundagai Gaol.

6 May 2025

Crs McAlister (Mayor), Wight (Deputy Mayor), Collins, Cooper, Graham, Kelly, Nicholson and Ryan attended an Extraordinary Council Workshop in Gundagai.

7 May 2025

Cr McAlister (Mayor) attended a Riverina Eastern Regional Organisation of Council (REROC) dinner in Sydney.

8 May 2025

Cr McAlister (Mayor) attended the Rural and Regional Summit in Sydney with the Interim General Manager in Sydney.

Cr McAlister (Mayor) attended an evening event for CMA Mayors hosted by NSW Legislative Council President Ben Franklin in Sydney.

9 May 2025

Cr McAlister (Mayor) attended a Country Mayors Association meeting in Sydney with the Interim General Manager.

12 May 2025

Cr McAlister (Mayor) attended an International Nurses Day BBQ at the Gundagai Hospital.

13 May 2025

Crs McAlister (Mayor), Cooper, Graham, and Nicholson attended an Extraordinary Council Workshop in Gundagai.

14 May 2025

Cr McAlister (Mayor) attended a Cootamundra Pathology Services Stakeholder Meeting with the Interim General Manager.

7 REPORTS FROM COMMITTEES

7.1 MINUTES OF THE COOTAMUNDRA-GUNDAGAI LOCAL TRAFFIC COMMITTEE MEETING HELD ON THURSDAY 8 MAY 2025

REPORTING OFFICER	Kylie Grybaitis, Road Safety Officer
AUTHORISING OFFICER	Trevor Dando, Acting 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 8 May 2025

RECOMMENDATION

1. That the Minutes of the Cootamundra-Gundagai Local Traffic Committee Meeting held on Thursday 8 May 2025, attached to the report, be received and noted.
2. In consideration of the Cootamundra-Gundagai Local Traffic Committee recommendations detailed in the minutes, Council endorse the following:
 - 2.1. That the two-hour parking restriction in front of the Cootamundra Council Administration Office be extended along Wallendoon Street to Thompson Street and include the Cootamundra Library and Town Hall.
 - 2.2. That TfNSW be requested to determine the appropriate signs and line markings at the intersection of Temora Street and Parker Street, recognising the frequency and history on unreported crashes at the intersection.
 - 2.3. That the GIVE WAY signage on the Boundary Road and Berthong Road approaches to the Stockinbingal Road intersection are replaced with 'C' size STOP signs.
 That advanced STOP sign warnings be installed.
 That unnecessary non-regulatory signs be removed to reduce sign clutter.
 That TfNSW investigate the placement of 80km/h speed signs.
 That centre barrier lines and hold lines be renewed.
 That pavement reflectors be replaced.
 That a streetsweeper clean the intersection and approaches.
 That the tree branches obscuring visibility along Berthong Rd be trimmed.
 - 2.4. That NO STOPPING signs be installed 10m from the kerb on both sides of Temora Street on the western side of the Sutton Street and Temora Street intersection.
 That a letter be sent to Sacred Heart Central School advising of the proposed placement of the No Stopping signs, to reinforce the parking regulation.

- 2.5. That approval be given to the Muttama Hall 355 Committee to hold the Muttama Hall 100 Years Celebration event on Saturday 17 May and Sunday 18 May 2025 subject to the following conditions:**
- a) The event organiser complies with any conditions set by Council and the NSW Police;**
 - b) The Event Management Plan (EMP) is completed and submitted to Council (attached);**
 - c) A current Public Liability Certificate of Currency (COC) is provided by Council (attached);**
 - d) Council provides a Traffic Guidance Scheme (TGS attached) and arranges placement and removal of all speed reduction and event management road signs.**
 - e) That Council's Event Management Plan template be amended to include "tick boxes" to remind event organisers that public liability insurance certificates have included interested parties (Council, TfNSW and NSW Police) when applicable.**
- 2.6. That approval be given for the Cootamundra Community of Schools to hold the 2025 Book Week Parade on Friday the 22 August 2025 subject to the following conditions:**
- a) The temporary closure of Parker Street between Adams and McKay Street between 10:30am and 12 noon, including Bourke Street at Parker Street and the Woolworths carpark entry exit at Parker Street;**
 - b) That all businesses along the route be advised and road closures be advertised throughout the community;**
 - c) The event organiser complies with any conditions set by Council and the NSW Police;**
 - d) A Police escort is organised for the duration of the parade by the event organiser;**
 - e) The Event Risk Assessment and Hazard Summary forms associated with the Event Management Plan are completed and submitted to Council (attached);**
 - f) A current Public Liability Insurance Certificate of Currency is submitted to Council (attached);**
- 2.7. That the Cootamundra Charity Toy Run Event scheduled for Saturday 13 December 2025 be approved subject to the following conditions:**
- a) An Event Management Plan (EMP) is completed and submitted to Council (attached);**
 - b) A current Public Liability Insurance Certificate of Currency (COC) is provided to Council, noting CGRC, NSW Police and TfNSW as interested parties (update requested);**
 - c) An Emergency Services Agreement is signed and submitted to Council;**
 - d) The event organiser complies with any conditions set by Council and the NSW Police.**
- 2.8. That the Ton Motorcycle Run No. 3 Cootamundra scheduled for Saturday 15 November 2025 be approved subject to the following conditions:**
- a) An Event Management Plan (EMP) from the Cootamundra Antique Motor Club is completed and submitted to Council (attached);**

- b) A current Public Liability Insurance Certificate of Currency (COC) from the Antique Motor Club is provided to Council, noting CGRC, NSW Police and TfNSW as interested parties (update requested);**
- c) The event organiser complies with any conditions set by Council and the NSW Police.**

Discussion

The Minutes of the Cootamundra-Gundagai Local Traffic Committee Meeting held 8 May 2025 are submitted for the information of Council and the community.

Minutes

COOTAMUNDRA-GUNDAGAI LOCAL TRAFFIC COMMITTEE MEETING

ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA

10:00AM, THURSDAY 8th May, 2025

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, 8 MAY 2025 AT 10:00AM**

PRESENT: Gwen Norman (Local Electorate Representative), Wade Sheales (Community and Safety Support Officer), Les Cooper (CGRC Councillor), Ben Smith (Sergeant Riverina Highway Patrol), Tom Walker (Associate Community & Safety Partner)

IN ATTENDANCE: Dominic Lucas (Acting Manager Engineering Services Cootamundra)

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 (CGRC Councillor), Justin Knewstub (Sergent Crime Coordinator Riverina Police District), Greg Mineham (Lead Community & Safety Partner), Kylie Grybaitis (CGRC Road Safety Officer).

2.2 LEAVE OF ABSENCE

Nil

3 DISCLOSURES OF INTEREST

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE COOTAMUNDRA-GUNDAGAI LOCAL TRAFFIC COMMITTEE MEETING HELD ON THURSDAY 13 FEBRUARY 2025

RECOMMENDATION

The Minutes of the Cootamundra-Gundagai Local Traffic Committee Meeting held on Thursday 13 February 2025 be confirmed as a true and correct record of the meeting.

Minutes accepted as true and correct.

5 REPORTS

5.1 TIME RESTRICTED PARKING ON WALLEDOON STREET, COOTAMUNDRA

RECOMMENDATION – RETURNED TO LTC FOR FURTHER CONSIDERATION

That the two-hour parking restriction in front of the Cootamundra Council Administration Office be extended along Wallendoon Street to Thompson Street and include the Cootamundra Library and Town Hall.

5.2 TEMORA STREET & PARKER STREET INTERSECTION SAFETY, COOTAMUNDRA

RECOMMENDATION - RETURNED TO LTC FOR FURTHER CONSIDERATION

That TfNSW be requested to determine the appropriate signs and linemarkings at the intersection of Temora Street and Parker Street, recognising the frequency and history on unreported crashes at the intersection.

5.3 INTERSECTION SAFETY ON STOCKINBINGAL ROAD, COOTAMUNDRA

RECOMMENDATION

That the GIVE WAY signage on the Boundary Road and Berthong Road approaches to the Stockinbingal Road intersection are replaced with 'C' size STOP signs.

That advanced STOP sign warnings be installed.

That unnecessary non-regulatory signs be removed to reduce sign clutter.

That TfNSW investigate the placement of 80km/h speed signs.

That centre barrier lines and hold lines be renewed.

That pavement reflectors be replaced.

That a streetsweeper clean the intersection and approaches.

That the tree branches obscuring visibility along Berthong Rd be trimmed.

5.4 SCHOOL BUS LIMITATIONS ON TEMORA ROAD, COOTAMUNDRA

RECOMMENDATION

That NO STOPPING signs be installed 10m from the kerb on both sides of Temora Street on the western side of the Sutton Street and Temora Street intersection.

That a letter be sent to Sacred Heart Central School advising of the proposed placement of the No Stopping signs, to reinforce the parking regulation.

5.5 MUTTAMA HALL 100 YEAR EVENT 2025

RECOMMENDATION

That approval be given to the Muttama Hall 355 Committee to hold the Muttama Hall 100 Years Celebration event on Saturday 17 May and Sunday 18 May 2025 subject to the following conditions:

- 1. The event organiser complies with any conditions set by Council and the NSW Police;**
- 2. The Event Management Plan (EMP) is completed and submitted to Council (attached);**
- 3. A current Public Liability Certificate of Currency (COC) is provided by Council (attached);**
- 4. Council provides a Traffic Guidance Scheme (TGS attached) and arranges placement and removal of all speed reduction and event management road signs.**
- 5. That Council's Event Management Plan template be amended to include "tick boxes" to remind event organisers that public liability insurance certificates have included interested parties (Council, TfNSW and NSW Police) when applicable.**

Discussion:

It is noted that CGRC Council does not need to nominate interested parties on the Public Liability Insurance Certificate (Council, TfNSW and NSW Police).

5.6 BOOK WEEK PARADE COOTAMUNDRA 2025

RECOMMENDATION

That approval be given for the Cootamundra Community of Schools to hold the 2025 Book Week Parade on Friday the 22 August 2025 subject to the following conditions:

- a) The temporary closure of Parker Street between Adams and McKay Street between 10:30am and 12 noon, including Bourke Street at Parker Street and the Woolworths carpark entry exit at Parker Street;**
- b) That all businesses along the route be advised and road closures be advertised throughout the community;**
- c) The event organiser complies with any conditions set by Council and the NSW Police;**
- d) A Police escort is organised for the duration of the parade by the event organiser;**
- e) The Event Risk Assessment and Hazard Summary forms associated with the Event Management Plan are completed and submitted to Council (attached);**
- f) A current Public Liability Insurance Certificate of Currency is submitted to Council (attached);**
- g) Council has provided a Traffic Guidance Scheme;**
- h) Council to arrange qualified traffic controllers and barrier placement and removal.**

Discussion:

It is noted that the Department of Education do not need to nominate interested parties on the Public Liability Insurance Certificate (Council, TfNSW and NSW Police).

5.7 CHARITY TOY RUN COOTAMUNDRA 2025

RECOMMENDATION

That the Cootamundra Charity Toy Run Event scheduled for Saturday 13 December 2025 be approved subject to the following conditions:

- 1. An Event Management Plan (EMP) is completed and submitted to Council (attached);**
- 2. A current Public Liability Insurance Certificate of Currency (COC) is provided to Council, noting CGRC, NSW Police and TfNSW as interested parties (update requested);**
- 3. An Emergency Services Agreement is signed and submitted to Council;**
- 4. The event organiser complies with any conditions set by Council and the NSW Police.**

5.8 TON RUN NO.3 MOTORCYCLE EVENT 2025

RECOMMENDATION

That the Ton Motorcycle Run No. 3 Cootamundra scheduled for Saturday 15 November 2025 be approved subject to the following conditions:

- a) An Event Management Plan (EMP) from the Cootamundra Antique Motor Club is completed and submitted to Council (attached);**
- b) A current Public Liability Insurance Certificate of Currency (COC) from the Antique Motor Club is provided to Council, noting CGRC, NSW Police and TfNSW as interested parties (update requested);**
- c) The event organiser complies with any conditions set by Council and the NSW Police.**

5.9 UPCOMING EVENTS

RECOMMENDATION

For the Committee's information.

5.10 GENERAL BUSINESS

Discussion:

1. Speed Reduction on First Avenue Gundagai

Council writes to the Director of the Pre-School to advise that TfNSW do not provide , nor will approve the installation of 40km/h school speed zones on approaches to Kindergartens and Pre-Schools. The letter needs to provide contact details for TfNSW for any follow up discussion.

2. Disability Friendly Parking in Residential Locations

Council writes to the Resident to advise that Council does not support the installation of accessible parking spaces on a public road in a residential area.

3. Parking Lines in Parker Street, Cootamundra.

The installation of parking lines in Parker Street is not endorsed.

4. Land Rover World Record Convoy Options

Council does not support Land Rover World Record Convoy Event in the CGRC LGA due to effect on traffic flow and safety.

5. Cootamundra Abattoir Access Safety Concerns

TfNSW to review existing speed zone noting entry and exit of heavy slow moving vehicles.

The installation of Truck Entry / Exit signs and other sign options will be installed following consultation with TfNSW.

Council write to AMG recommending a review of their operation at the entry gate and gatehouse to ensure that trucks stop in close proximity to the gate to avoid queuing onto the road.

6. 15T Weight Restriction Request for Hoskins Street, Stockinbingal.

Noted

7. 15T Weight Restriction Request for Stratton Avenue, Cootamundra

Noted

8. Speed Reduction request for Old Gundagai Road, Cootamundra.

Noted

9. 2025 Variety B to Bash Event

Noted

10. NSW Police recommended the installation of a 50km/h repeater sign along Yass Rd adjacent to the Southbound lane, between South West Fuels and the railway level crossing.

11. Concerns were raised regarding faded linemarkings in the CGRC LGA, especially Stop and Give Way lines.

The Meeting closed at 12:45pm.

The minutes of this meeting were confirmed at the Cootamundra-Gundagai Ordinary Council Meeting held on 27 May 2025.

.....
CHAIRPERSON

.....
GENERAL MANAGER

8 GENERAL MANAGER’S REPORT

8.1 GENERAL MANAGER OFFICE

8.1.1 2025-26 DETERMINATION OF THE LOCAL GOVERNMENT REMUNERATION TRIBUNAL - COUNCILLOR FEES AND ADDITIONAL MAYORAL FEE

DOCUMENT NUMBER	437677
REPORTING OFFICER	Teresa Breslin, Executive Assistant to Mayor and General Manager
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 4.2 Proactive, practical Council leaders who are aligned with community needs and values
FINANCIAL IMPLICATIONS	Potential increase of between \$10,060 - \$73,840 from Mayor and Councillors expenses budget.
LEGISLATIVE IMPLICATIONS	In accordance with s.239 and 241 of the Local Government Act 1993.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. LGRT 2025 Annual Determination ↓

RECOMMENDATION

1. Council determine the Councillors annual fee effective 1st July, 2025 in the range of \$10,530 - \$18,890.
2. Council determine the Mayors annual fee effective 1st July, 2025 in the range of \$16,820 - \$40,530.
3. Consistent with resolution 173/2022 Council continue to support superannuation contribution payments for Councillors, subject to individual Councillors nominating an eligible superannuation account, thus enabling superannuation payments to commence.

Introduction

Division 5 of the Local Government Act, 1993 (the Act), describes what fees, expenses and facilities may be paid or provided to Councillors.

Every year Council must adopt fees as described by the Local Government Remuneration Tribunal (the Tribunal) for the coming financial year. Each Council is categorised by the Tribunal and fees are set for each category for their consideration.

Additionally, under Section 254B of the Local Government Act, 1993 Councils may resolve to make superannuation contributions to Councillors.

Discussion

The Tribunal annually determines a range of fees for the remuneration of Councillors and Mayors. Each year, councils must consider the reviewed fees and make a resolution prior to the 1st July. The full Annual Determination report is attached to this report.

2 years ago, Cootamundra-Gundagai Regional Council (CGRC) was placed into a new category called 'Rural Large'. Prior to this CGRC was in the 'Rural' Category.

The fees for 'Rural Large' and 'Rural' councils are detailed in the tables below:

Councillor Annual Fee (\$) effective 1 July 2025

Category	Minimum	Maximum
Rural Large	10,530	18,890
Rural	10,530	13,930

Mayor Additional Fee* (\$) effective 1 July 2025

Category	Minimum	Maximum
Rural Large	16,820	40,530
Rural	11,210	30,390

Financial

Last year, Council adopted to remain at the 23/24 maximum 'Rural' amount payable of \$13,030 (Councillor annual fee) and \$28,430 (Mayors additional annual fee) for 2024/25.

Council is required to consider the annual fee between the minimum and maximum amounts determined by the Local Government Remuneration Tribunal, applicable to the category that council is allocated into.

If Council were to adopt the maximum Councillor fee determined for the applicable category, that being \$18,890, that would be an increase of \$5860, per Councillor.

If Council were to adopt the maximum additional Mayoral fee determined for the applicable category, that being \$40,530, that would be an increase of \$21,100.

If the above allocation is adopted, this will be an increase of \$73,840 from the Mayor and Councillor expenses budget.

However;

If Council were to adopt the maximum Councillor fee determined for the 'Rural' category, that being \$13,930 that would be an increase of \$900 per Councillor.

If Council were to adopt the maximum additional Mayoral fee determined for the 'Rural' category, that being, \$30,390 that would be an increase of \$1,960.

If the above allocation is adopted, this will be an increase of \$10,060 from the Mayor and Councillor expenses budget.

OLG 23a Guideline consideration

Does not conflict with guidelines.

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**Local Government
Remuneration Tribunal**

Annual Determination

Report and determination
under sections 239 and 241 of the
Local Government Act 1993

17 April 2025



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Executive Summary

The *Local Government Act 1993* (LG Act) requires the Local Government Remuneration Tribunal (the Tribunal) to report to the Minister for Local Government by 1 May each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, as well as chairpersons and members of county councils.

Categories

Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. A review of categories was last carried out by the Tribunal in 2023.

The Tribunal will next consider the model, the criteria for each group, and the allocation of councils in the 2026 review.

The criteria for each category is published in Appendix 1 of the Determination and remains unchanged from 2023.

It should be noted that **the Tribunal determined that one Council - Mid Coast Council – would be re-categorised from a Regional Centre to Regional Strategic Area from 1 July 2025** as a result of meeting the criteria at Appendix 1.

Fees

The Tribunal has determined a **3% per annum** increase in the minimum and maximum fees applicable to each category from **1 July 2025**.

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Section 1 – Introduction

Background

1. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last undertook a comprehensive review of the categories and the allocation of councils into each of those categories in 2023.
2. The Tribunal will next conduct a full review of the categories and the allocation of councils as required by the LG Act in the 2026 Annual Review.
3. Section 241 of the LG Act provides that the Tribunal determine the minimum and maximum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils for each of the categories determined under s.239.
4. The Tribunal can also determine that a council be re-categorised into a different category, existing or new, with a higher range of fees.
5. The Tribunal's Annual Determination takes effect from 1 July each year.

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Section 2 – 2024 Determination

2024 Annual Determination

6. In 2024, the Tribunal received 19 written submissions, which included two requests for re-categorisation.
7. The Tribunal found that the current allocation of the councils remained appropriate, with the exceptions outlined below.
8. The Tribunal closely reviewed population and data relating to council operations in the 2024 Annual Determination process to ensure categorisation of councils was consistent with the criteria.
9. For reasons explained at paragraphs 35-39 of the Local Government Annual Determination 2024, Hilltops Council and Muswellbrook Shire Council were reclassified as Regional Rural Councils.
10. The Tribunal determined that fees would increase by 3.75% for the minimum and maximum fees applicable to each category from 1 July 2024.

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Section 3 – 2025 Review

2025 Annual Review process

11. The Tribunal's 2025 Annual Review commenced in October 2024, when it wrote to all councils inviting submissions regarding fees. The Tribunal noted that it is only required to review the categories every three years and will next consider the model, the criteria applicable to each category and the allocation of councils in the 2026 Annual Review.
12. The invitation noted that it is expected that submissions are endorsed by respective councils.
13. The Tribunal also wrote to the President of Local Government NSW (LGNSW) inviting a submission.
14. The Tribunal received 16 written submissions from individual councils and one submission from LGNSW.
15. The Tribunal acknowledges and thanks all parties for their submissions.

Submissions Received – Requests for Re-categorisation

16. Seven of the 16 council submissions received requested re-categorisation or changes to current category criteria.
17. LGNSW also advocated for changes to factors affecting categorisation of councils.
18. Berrigan, City of Parramatta, Gilgandra Shire, Lake Macquarie City, City of Ryde, City of Sydney and Blacktown put forward cases for re-

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categorisation, or changes to category criteria, and the creation of new categories, for the Tribunal's consideration.

Requests for Re-classification

19. **Berrigan Shire Council** requested re-categorisation from Rural to Rural Large, despite acknowledging that they do not meet all the benchmarks in the criteria for this category.
20. The criteria for Rural Large is outlined at Appendix 1 of the 2024 Annual Determination, page 38 which states:

“Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.

Other features may include:

- *one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre*
- *a limited range of services, facilities and employment opportunities compared to Regional Rural councils*
- *local economies based on agricultural/resource industries.”*

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21. Council's submission states they are currently at 86% of the population target threshold and 90% of the representation ratio but are meeting other criteria benchmarks.
22. Given that Council does not currently satisfy the population and ratio thresholds specified for Rural Large, the Tribunal is not persuaded to include Berrigan Shire Council in Rural Large at this time.
23. **City of Parramatta Council** requested that it be re-categorised to the highest category of general purpose councils, Principal CBD, in order to recognise its size, rate of growth, economic and global influence, operational budget, and strategic and geographical importance.
24. Council put forward a similar case for re-categorisation as part of the 2024 annual determination process, which was unsuccessful. In addition to the reasons put forth in paragraph 20 of the 2024 annual determination, the Council has included the following reasons for its re-categorisation request:
 - A local economy that has more than 30% of Australia's top 500 companies with offices in Parramatta, and estimated public and private investments in the next 5 years of \$20 billion
 - It is estimated by 2050 that Parramatta will be a city with a population of more than 500,000 people
 - The expected accessibility of the City, being a 'gateway to Sydney' with more people expected to live west of Parramatta than to its

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east by 2050, and being accessible by 2.3 million people within 45 minutes

- Key infrastructure in Parramatta, including but not limited to the Parramatta PHIVE, Commbank Stadium, the new Parramatta Light Rail, the Westmead Institute for Medical Research, Sydney Olympic Park and construction of Powerhouse Parramatta
- Expansion of education and innovation precincts, with Parramatta's education and training sector being valued at \$1.6 billion, and
- Significant operating and capital works budget of \$607 million, including multiple town centres, and sports and cultural hubs.

25. The Council also argues that a re-classification would reflect the additional skills and abilities that representing a growth council requires.
26. The City of Parramatta notes that the number of electors that each councillor represents is higher than the City of Sydney's. The submission states that the elected councillors represent more than 125,000 enrolled electors, compared to City of Sydney's elected councillors representing 45,891 enrolled electors.
27. Parramatta was classified as a Major CBD, following the 2017 Annual Determination. The Tribunal had found that Parramatta Council was significantly different from other large metropolitan councils on the basis of its secondary CBD status, as recognised by the State Government, at paragraph 21 of the 2017 annual determination. As a result, the

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description of Major CBD has remained specific to the City of Parramatta. Similarly, the Principal CBD criteria remained specific to the City of Sydney, since its inception in 2017.

28. Given the specific nature of both Major CBD and Principal CBD categories, the City of Parramatta's request for re-categorisation will require a change in the categories' criteria. As stated above, the Tribunal is not considering the criteria applicable to each category in the 2025 Annual Review process. The Tribunal will next consider the categories and criteria as part of the 2026 Annual Review process.
29. **Gilgandra Shire Council's** submission requests that it be re-categorised from Rural to Rural Large. Gilgandra Shire Council's case to be included in Rural Large category is based on two main points. The first point being Council offers a diverse range of services, and secondly these services result in higher levels of accountability and responsibilities for councillors.
30. Council submits it offers a diverse range of services over and above traditional local government services, which includes being the primary service provider for the community in the aged care and disability services. These include:
- Age care and disabilities services
 - Meals on wheels and community transport
 - Home care package delivery
 - Operation of a villa retirement village
 - Indigenous specific residential age care facility

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- Residential aged care nursing home
 - Supported employment service for adults with intellectual disabilities
 - Special disability accommodation properties for adults with intellectual disabilities
 - Supported Living Services through the National Disability Insurance Scheme, and
 - Day activities centre to support clients with unique challenges.
31. The submission notes these services not only entail a higher level of accountability and responsibility from Council (due to changes in the regulatory environment) but also generate larger revenue and employment opportunities that is comparable to a Rural Large category.
32. Council further submits that when assessing categories to place councils in, the Tribunal should also give due consideration to other factors than those outlined in the s.240 of the LG Act, such as services provided; financial responsibility; scale of operation; and number of employees.
33. While the Tribunal notes Council's request, it does not satisfy the population and ratio thresholds specified for the category of Rural Large. Further, the changes to criteria suggested would require a change in categories, which is not being considered this year. For these reasons, the Tribunal is not persuaded to include Gilgandra Shire Council in Rural Large at this time.

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34. Similar to last year, **Lake Macquarie City Council** requested that it be re-categorised from Regional Strategic Area to Major Strategic Area. Council also advocated for the population threshold of Regional Strategic Area be adjusted from its current threshold of 300,000 down to 200,000.
35. Council argues that its population, scale and output of council operations is significantly greater than other councils categorised as Regional Strategic Area, and more aligns with the Central Coast, as the council classified as a 'Major Strategic Area'.
36. Lake Macquarie City Council's request for re-categorisation is based on the following:
- Lake Macquarie being the second largest non-metropolitan council by population in NSW, with a larger population than Newcastle and Wollongong, which are classified as Major Regional Cities.
 - A population density that is 'significantly larger' than other Regional Strategic Areas and supported by 5 precincts in the Lake Macquarie LGA that have been identified for inclusion in the NSW Government Transport Oriented Development Program, which aims to encourage housing development near transport hubs, and are argued to lead to population growth near the hubs; and
 - A Gross Regional Product that is comparable to those of Major Strategic Areas and Major Regional City, rather than other Regional Strategic Areas.

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37. Council provided population data to support its case for the population threshold of Regional Strategic Area to be adjusted from its current threshold of 300,000 down to 200,000. The data was also provided as justification for its claim of a 'significant disparity within the Regional Strategic Area category' between Lake Macquarie and other councils:
- Lake Macquarie: 219,249 residents, 24,769 non-residents
 - Shoalhaven: 108,895 residents, 4,632 non-residents
 - Tweed: 98,967 residents, 7,755 non-residents
 - Maitland: 95,958 residents, 15,305 non-residents
38. As stated in paragraph 28 of the 2024 Annual Determination, all categories were determined by extensive evidence examined and considered by the Tribunal. It was determined that the population threshold for the Major Strategic Area was appropriate. As a result, the Tribunal is currently not persuaded to modify the criteria for the Major Strategic Area.
39. **City of Ryde Council** provided a submission requesting it be re-classified from its existing category of Metropolitan Large to Metropolitan Major. Council's case to be re-classified includes:
- The LGA having an area of 40.651 km², 16 suburbs, 3 wards, a population of 135,000 residents and over 54,000 rateable properties within its boundaries
 - A local economy that consists of 92,000 local jobs, 14,300 businesses and a gross regional product of \$19.2 billion

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- An innovation district within its west ward that has a long history of investment from all tiers of government, ultimately contributing \$13.6 billion annually to the NSW economy
 - Future growth opportunities linked to the Governments Transport Oriented Development Accelerated Precincts, which Macquarie Park is identified as, that will bring increased housing, amenities and job retention, and
 - Plans to build 2 new schools, 11,600 new homes, the redevelopment of Ryde Hospital and bringing together a range of organisations to create a fully integrated academic health sciences centre at Macquarie University Hospital.
40. As stated in Council's own submission, currently it does not satisfy the population threshold criteria required for Metropolitan Major. Accordingly, the Tribunal is not persuaded at this time to include City of Ryde in the category of Metropolitan Major.
41. The Tribunal also notes **Wollondilly Council's** submission confirming its adopted position to remain classified as a Regional Centre.
42. The Tribunal acknowledges each of the Council's requests for re-categorisation. Whilst the Tribunal has not been persuaded at this time to grant these requests, any council that provides a submission in the 2026 annual review, which includes a request for re-categorisation, will of course be considered.

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Requests for New Classifications

43. The **City of Sydney** Council requested the Tribunal change the classification name from Principal CBD to the previously used term “Principal City”.
44. The category “Principal City” was last used in the 2016 Determination. It was changed to Principal CBD in 2017 as a result of a review of categories. This review was undertaken in the context of Local Government reform, and council amalgamations, reducing the number of councils from 152 to 128.
45. Council’s submission outlines the history of boundary changes, including its expansion of the City of Sydney as a consideration in reverting to the 2016 category name.
46. Sydney City Council contends that reverting to the category term “Principal City” recognises that the council’s significance and contribution extends beyond the Sydney CBD.
47. The Tribunal notes the City of Sydney’s request would constitute modification to the category of “Principal CBD”. As stated above, the category “Principal CBD” is specific to City of Sydney and the Tribunal is not considering changes to the criteria applicable to each category in the 2025 Annual Review.
48. **Blacktown Council** requested re-categorisation from its current category of Metropolitan Major to a newly created category of “Metropolitan Major – High Growth”.

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49. Council's case to be re-categorised to a newly created category is based on the following:
- Council asserts that it is the largest and one of the fastest growing local government areas in NSW, and
 - It undertakes several transformational projects, including projects funded from NSW Government and Western Sydney Infrastructure Grants.
50. Further, Council submits that the category of Metropolitan Major fails to account for the transformational nature of projects undertaken by Council, including the economic and strategic impacts for NSW, and impact on its local government area (LGA), which results in attracting new residents and people to the LGA.
51. The Tribunal notes that a new category, Metropolitan Major, was introduced in 2023, to address generally the issues raised in the current submission.
52. As explained in the Tribunal's letter inviting submissions, the Tribunal is required to review the categories at least once every three years. The Tribunal will next consider the model, the criteria applicable to each category and the allocation of councils in the 2026 Annual Review process.
53. As such, the Tribunal is not persuaded at this time to create a new category.

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54. **LGNSW** submitted that the Tribunal should, as part of its determination for the categorisation of councils, consider the demographic and economic shifts impacting the complexity of council operations, and the communities that councils serve.
55. The LGNSW submission provides examples of recent demographic shifts the Tribunal should consider, as factors affecting categorisation of councils, including:
- The NSW Government's Transport Oriented Development Program, where the resulting accelerated growth drastically increases demands on the strategic and infrastructure planning functions of councils affected
 - The Renewable Energy Zones, which drive tens of billions of dollars of investment in rural and regional LGAs, and creates additional impacts in said councils, including population growth and growing infrastructure for transport and utilities, or
 - The Renewable Energy Planning Framework, which includes benefit sharing guidelines for councils to ensure their communities share the benefits of the project and require additional responsibility and management from affected councils.
56. Section 240 of the LG Act notes that the Tribunal is to determine categories for councils and mayoral offices according to prescribed matters. One such matter is the 'nature and extent of the development of areas', which could reasonably be accepted to include the items listed by LGNSW.

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57. However, this matter would also require a change to the categories' criteria, in order to identify areas of high development. As stated above, the Tribunal is not considering any modifications to the categories as part of the 2025 Annual Review process. However, the Tribunal will consider proposed modifications to categories as part of the 2026 Annual Review process.

Reclassification due to population thresholds

58. As was the case last year, the Tribunal reviewed applicable data as part of this review, to determine if any councils have met relevant benchmarks, therefore requiring a move in category.
59. The Tribunal identified that **Mid-Coast Council** met the population benchmark to be considered a Regional Strategic Area. As a result, Mid-Coast Council will be classified as a Regional Strategic Area in the 2025 Annual Determination.
60. The Tribunal will continue to monitor and review applicable data to ensure categorisation of councils remain consistent with the current criteria.

Submissions Received – Remuneration Structure

61. The current state of the remuneration structure continues to be a key issue of concern raised in submissions. A significant number of submissions received provide commentary on the structure, including examples of how it could be improved. These are addressed in the points below.

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Fees for Deputy Mayors

62. The issue of fees for deputy mayors was once again raised.
63. Three submissions asserted that the position of deputy mayor should attract its own distinct independent fee, beyond the fee provided for in s.249(5) of the LG Act.
64. The Tribunal dealt with this issue in its 2024 Annual Determination at paragraph 53-55. It was noted that the Tribunal lacked the powers to implement changes to the fee structure that would include a distinct independent fee for the position of deputy mayor.
65. There has been no change to the legislation to permit such a change. Therefore, the Tribunal is currently unable to introduce a remuneration structure that would include a distinct independent fee for the position of deputy mayor.

Changes to the role of Mayors and Councillors

66. It was suggested that the current remuneration structure is not fit for purpose as it no longer recognises the roles and responsibilities required of councillors and mayors.
67. Multiple submissions, including the LGNSW's submission, highlighted how the role of the councillor and mayor have changed over the past 9 years. Submissions identified a variety of factors that have impacted the roles of councillors and mayors, including the impact of NSW Government

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priorities and investments, and amendments to the LG Act (e.g. via the *Local Government Amendment (Governance and Planning) Bill 2016*).

68. It has been suggested that these changes have impacted the volume, nature and workload of the role, whilst remuneration has not been increased accordingly.
69. The recent submissions to the Tribunal, along with its own observations, highlight that the role of mayor in civic leadership, advocacy and representation has become more complex and demanding – an issue that must be addressed.
70. Community expectations are increasing on the mayor from both the council and the community to be seen and immediately present during times of natural disasters, major events or crisis.
71. Additionally, the disparity in the council categorisation between the annual fees for councillors and the mayor needs to be more consistent, so as not to be seen to be devaluing the role of mayor in some circumstances.
72. The Tribunal is not suggesting a fundamental review of the role of mayors and notes that people that enter local government representation do so from a sense of civic service, rather than remuneration.
73. However, the Tribunal has a statutory function, and not unlike the governing body of a council, mayors and councillors, its role, responsibility and functions are clear. The same can be said in relation to the clear functions of the general manager of a council.

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74. As previously stated, many of the matters raised in both council and LGNSW submissions are beyond the remit of the Tribunal, and to a degree, were addressed in the 2023 determination.

Regional and Rural mayors and councillors

75. Several submissions, including LGNSW, also raised concerns regarding the inadequacy of the remuneration structure, for rural and regional councils.
76. Specifically, that the remuneration provided to regional and rural councillors does not reflect the significant stressors that regional and rural councils in NSW face and that consideration should be given to the additional demands placed on mayors and councillors in rural and regional councils.
77. One submission suggested that fees for rural councils should be commensurate with fees for regional and metropolitan councils – arguing that mayors and councillors, regardless of their location, are required to possess a wide range of skills and knowledge.

Fees set by councils

78. Submissions received by the Tribunal regarding the current state of the remuneration framework raised concerns about councils setting their own fees, asserting that it could potentially be seen as a conflict of interest.

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79. It was suggested that a possible solution would be for the Tribunal to determine a fixed annual fee for mayors and councillors.
80. Whilst the Tribunal acknowledges and understands the concern raised, as explained in the 2024 Annual Determination at paragraph 68-69, such a change to the framework, to determine a fixed annual fee for mayors and councillors, would require legislative change.
81. As there has been no changes to the legislative scheme, it is not within the Tribunal's remit to determine a fixed annual fee for mayor and councillors' remuneration.

Request for a Review of the Remuneration Structure

82. For the reasons outlined above, several submissions suggested the Tribunal undertake a comprehensive review of the framework.
83. One submission went so far as to request the Tribunal recommend to the Minister for Local Government that a comprehensive review of the framework and LG Act be undertaken. Others suggested the Tribunal actively seek a referral from the Minister to undertake such a review.
84. The LG Act does not specify that the Tribunal is able to carry out a comprehensive review of the framework. As such, it is not within the Tribunal's remit to undertake such a review, unless such a function is conferred or imposed on it by the Minister, as per s.238(2) of the LG Act.
85. Should such a function be conferred on the Tribunal, it will of course carry out its functions and undertake a review.

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Section 4 – 2025 Fees

Submissions – 2025 Fees

86. LGNSW's submission to the Tribunal advocated for an increase in the minimum and maximum fees payable to mayors and councillors of at least 4%, to:

- Assist in reversing the fee erosion which occurred under the previous NSW Public Sector Wages Policy
- Mitigate economic pressures and the rising cost of living
- Ensure councillors and mayors receive fair and reasonable remuneration for the work they perform, and
- Address historic undervaluation of the work performed by elected representative in local government in NSW.

87. Economic data provided to the Tribunal by LGNSW to support their claim for an increase of at least 4% included:

- An annual Consumer Price Index (CPI) increase of 3.8% for the 12 months to June 2024
- The Fair Work Commission (FWC) awarding a 3.75% increase to the minimum pay for modern awards, and increasing the national minimum wage to \$915.90, as well as the FWC's comments regarding the growing cost of living and deterioration of disposable income, and
- The rate peg for the 2025-26 financial year being between 3.6%-5.1%.

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88. LGNSW also noted that the annual wage review, state wage case, award increases and the Independent Pricing and Regulatory Tribunal all had a clear theme on the increasing financial pressures on councils and its officers, which warrant increases in revenue and wages.
89. During its meeting with the Tribunal and assessors, LGNSW asserted that the current fees paid to mayors and councillors do not reflect their responsibilities. Nor do the current level of fees contribute to attracting a diverse range of candidates to stand for local government elections.
90. LGNSW also raised the issue of superannuation. It was contended that the payment of superannuation be mandated. Current arrangements require that a council pass a resolution at an open meeting to make such payments.
91. Four submissions received from individual councils directly addressed the issue of quantum increase to the minimum and maximum fees. These submissions sought an increase ranging from 3% to 10%.
92. The City of Sydney Council notes in its submission that it was not seeking an increase in fees payable for the Lord Mayor of Sydney.
93. The Tribunal is empowered under the s.241 of the LG Act to set minimum and maximum fees payable. It is then up to council to fix payment of annual fees for the mayor as outlined in s.249 of the LG Act.
94. It was suggested that the current fees, particularly in rural and remote communities, do not recognise or value the role of mayor and councillor,

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with fees set at a level that is commensurate to unqualified or inexperienced personnel.

95. The Tribunal was provided with a number of examples to demonstrate the financial impact, by way of lost wages, under the current fee rates.
96. Furthermore, 4 submissions compared the remuneration for NSW mayors and councillors with mayors and councillors in Victoria and Queensland as well as state Members of Parliament. The figures were provided to the Tribunal to demonstrate that the remuneration for NSW mayors and councillors is lower than all comparison examples provided.
97. It was also asserted that the low level of fees set for mayors and councillors devalues the importance and responsibility of the roles, diminishing the work undertaken on behalf of the community and is a significant barrier as to why people do not run for council.

“If councillors were paid a full-time wage I would have run again. Nothing surer.”

98. Another submission suggested that fees need to reflect the part-time or full-time nature of the work carried out by mayors and councillors. The setting of fees at such a rate would appropriately recognise and value this important work, whilst also mitigating any financial loss incurred by those members of the community elected to carry out these critical functions.
99. Nine submissions supported an increase, whilst not making a direct comment on the quantum. Other submissions advocated for remuneration to be set at a level that:

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- Is in line with responsibilities and challenges councillors' face
- Reflects the public profile and exposure of the role
- Reflects the growing complexity of the role
- Reduces the gap between minimum and maximum fees for each category
- Accounts for the rising cost of living challenges
- Reflects the commitment, accountability, workload, skills and knowledge required to perform the role of councillor and mayor regardless of location
- Establishes and maintains parity with mayors and councillors in other States and Territories
- Is 'determined outside of council so as councillors are not determining their own payments', and
- Overcomes economic barriers that prevent diverse members of the community from participating as a mayor or councillor.

Fee Increase

100. The Tribunal considered a range of factors in determining the amount to increase minimum and maximum fees payable to councillors and mayors. This included a wide range of economic data such as:

- Consumer Price Index for the 12 months to December each year
- Wage Price Index for the 12 months to December each year

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- Full-time average weekly ordinary time earnings for the 12 months to November each year
- NSW Public Sector Salaries increases
- Local Government State Award increases
- IPART Rate Peg Base Cost Change
- Public Service Senior Executive remuneration determinations, by the Statutory and Other Offices Remuneration Tribunal, and
- State Members of Parliament Basic Salary remuneration determinations by the Parliamentary Remuneration Tribunal.


101. On this occasion the Tribunal has determined that a **3%** increase will apply to the minimum and maximum fees applicable to existing categories.

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Conclusion

102. The Tribunal's determination has been made with the assistance of the Assessors, Ms Kylie Yates and Mr Brett Whitworth.
103. Determination 1 sets out the allocation of councils into each of the categories as per s.239 of the LG Act.
104. Determination 2 sets out the minimum and maximum fees paid to councillors and mayors and chairpersons of county councils as per s.241 of the LG Act.
105. The Tribunal acknowledges and thanks the Remuneration Tribunal secretariat for its excellent research and support to facilitate the successful completion the 2025 Annual Determination.



Viv May PSM

Local Government Remuneration Tribunal

Dated 17 April 2025

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Section 5 – Determinations

Determination No. 1 – Allocation of councils into each of the categories as per section 239 of the LG Act effective 1 July 2025

General Purpose Councils – Metropolitan

Principal CBD (1)

- Sydney

Major CBD (1)

- Parramatta

Metropolitan Major (2)

- Blacktown
- Canterbury-Bankstown

Metropolitan Large (10)

- Bayside
- Cumberland
- Fairfield
- Inner West
- Liverpool
- Northern Beaches
- Penrith
- Ryde
- Sutherland

- The Hills

Metropolitan Medium (8)

- Campbelltown
- Camden
- Georges River
- Hornsby
- Ku-ring-gai
- North Sydney
- Randwick
- Willoughby

Metropolitan Small (8)

- Burwood
- Canada Bay
- Hunters Hill
- Lane Cove
- Mosman
- Strathfield
- Waverley
- Woollahra

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General Purpose Councils - Non-Metropolitan

Major Regional City (2)

- Newcastle
- Wollongong

Major Strategic Area (1)

- Central Coast

Regional Centre (22)

- Albury
- Armidale
- Ballina
- Bathurst
- Blue Mountains
- Byron
- Cessnock
- Clarence Valley
- Coffs Harbour
- Dubbo
- Eurobodella

Regional Strategic Area(5)

- Lake Macquarie
- Maitland
- Mid-Coast
- Shoalhaven
- Tweed

- Hawkesbury
- Lismore
- Orange
- Port Macquarie-Hastings
- Port Stephens
- Queanbeyan-Palerang
- Shellharbour
- Tamworth
- Wagga Wagga
- Wingecarribee
- Wollondilly

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Regional Rural (14)

- Bega
- Broken Hill
- Goulburn Mulwaree
- Griffith
- Hilltops
- Kempsey
- Kiama
- Lithgow
- Mid-Western
- Muswellbrook
- Nambucca
- Richmond Valleys
- Singleton
- Snowy Monaro

Rural Large (16)

- Bellingen
- Cabonne
- Cootamundra-Gundagai
- Cowra
- Federation
- Greater Hume
- Gunnedah
- Inverell
- Leeton
- Moree Plains
- Murray River
- Narrabri
- Parkes
- Snowy Valleys
- Upper Hunter
- Yass

Rural (38)

- Balranald
- Berrigan
- Bland
- Blayney
- Bogan
- Bourke
- Brewarrina
- Carrathool
- Central Darling
- Cobar
- Coolamon
- Coonamble
- Dungog
- Edward River

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- Forbes
- Gilgandra
- Glen Innes Severn
- Gwydir
- Hay
- Junee
- Kyogle
- Lachlan
- Liverpool Plains
- Lockhart
- Murrumbidgee
- Narrandera
- Narromine
- Oberon
- Temora
- Tenterfield
- Upper Lachlan
- Uralla
- Walcha
- Walgett
- Warren
- Warrumbungle
- Weddin
- Wentworth

County Councils

Water (4)

- Central Tablelands
- Goldenfields Water
- Riverina Water
- Rous

Other (6)

- Castlereagh-Macquarie
- Central Murray
- Hawkesbury River
- New England Tablelands
- Upper Hunter
- Upper Macquarie

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Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2025

The annual fees to be paid in each of the categories to Councillors, Mayors, Members, and Chairpersons of County Councils effective on and from 1 July 2024 as per section 241 of the *Local Government Act 1993* are determined as follows:

Table 4: Fees for General Purpose and County Councils

General Purpose Councils – Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2025

Category	Minimum	Maximum
Principal CBD	31,640	46,420
Major CBD	21,120	39,100
Metropolitan Major	21,120	36,970
Metropolitan Large	21,120	34,820
Metropolitan Medium	15,830	29,550
Metropolitan Small	10,530	23,220

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2025

Category	Minimum	Maximum
Principal CBD	193,650	254,810
Major CBD	44,840	126,320
Metropolitan Major	44,840	114,300
Metropolitan Large	44,840	101,470

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Metropolitan Medium	33,630	78,480
Metropolitan Small	22,420	50,650

General Purpose Councils - Non-Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2025

Category	Minimum	Maximum
Major Regional City	21,120	36,690
Major Strategic Area	21,120	36,690
Regional Strategic Area	21,120	34,820
Regional Centre	15,830	27,860
Regional Rural	10,530	23,220
Rural Large	10,530	18,890
Rural	10,530	13,930

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2025

Category	Minimum	Maximum
Major Regional City	44,840	114,300
Major Strategic Area	44,840	114,300
Regional Strategic Area	44,840	101,470
Regional Centre	32,940	68,800
Regional Rural	22,420	50,680
Rural Large	16,820	40,530
Rural	11,210	30,390

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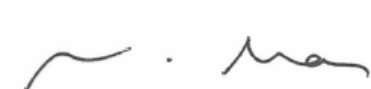
County Councils**Councillor/Member Annual Fee (\$) effective 1 July 2025**

Category	Minimum	Maximum
Water	2,090	11,620
Other	2,090	6,930

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2025

Category	Minimum	Maximum
Water	4,490	19,080
Other	4,490	12,670

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).



Viv May PSM

Local Government Remuneration Tribunal

Dated: 17 April 2025

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Appendices

Appendix 1 Criteria that apply to categories

Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

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Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

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Metropolitan Major

Councils categorised Metropolitan Major will typically have a minimum residential population of 400,000.

Councils may also be categorised Metropolitan Major if their residential population combined with their non-resident working population exceeds 400,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$300M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Major will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

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Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

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Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

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Metropolitan Small

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

Major Regional City

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development

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- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region
- have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
- have significant natural and man-made assets to support diverse economic activity, trade and future investment
- typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

Major Strategic Area

Councils categorised as Major Strategic Area will have a minimum population of 300,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum

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- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 100,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum

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- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$100M per annum
- the highest rates of population growth in regional NSW

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- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

Regional Rural

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.

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Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

Rural Large

Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.

Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

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Rural

Councils categorised as Rural will typically have a residential population less than 10,000.

County Councils - Water

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

County Councils - Other

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the Biosecurity Act 2015.

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8.1.2 NSW LOCAL ROADS CONGRESS 2025

DOCUMENT NUMBER	436618
REPORTING OFFICER	Teresa Breslin, Executive Assistant to Mayor and General Manager
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	3. Protected and enhanced environment 3.4 Greater efficiency in the use of resources
FINANCIAL IMPLICATIONS	Estimated financial implication is \$2040.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

Council endorse the attendance of an appropriate council officer, and a Councillor to the 2025 NSW Local Roads Congress on 2 June 2025.

Introduction

The Institute of Public Works Engineering Australasia (IPWEA) is the Peak association for the public works professionals across Australia and New Zealand. IPWEA provides services to its members and advocacy on their behalf.

The IPWEA holds a local and national congress annually to discuss issues relating to roads and transport. The local congress provides a forum for NSW council executive staff and elected officials to discuss policy issues with NSW State Ministers in order to optimise road and transport outcomes across the state.

Discussion

This year's Local Roads Congress will be held on Monday 2nd June 2025 at the NSW Parliament House, Sydney and will run from 9:00am until 5:00pm.

The 2025 Local Roads Congress theme, 'Reflect, Rethink, Resolve', calls on local government decision-makers to assess past lessons, embrace innovation, and drive practical solutions. By reflecting on challenges, rethinking traditional approaches, and resolving to implement smarter, more resilient infrastructure, councils can shape the future of local roads and transport networks.

Key topics for 2025 include:

- Road Recategorisation
- Road Trauma and Safety
- Disaster Recovery
- Asset Benchmarking
- Asset AI and Management

The event promises a day of insightful guest speakers and dialogue, concluding with an opportunity for networking accompanied by drinks and canapés.

Attendance

Representatives from CGRC typically attend each year. The 2024 Congress was attended by the Deputy General Manager – Operations and Councils representative on the Local Area Traffic Committee, Cr Collins.

Financial

Early Bird discount registration is \$500, which includes a complimentary registration for the Mayor or a Councillor. Two (2) nights accommodation will be approximately \$770pp. The DGM and Councillor will travel together in a Council vehicle.

Total cost estimated at \$2040, to be funded from the applicable Councillor and Executive budgets.

OLG 23a Guideline consideration

Does not conflict with the 23a Guidelines.

8.1.3 COUNTRY MAYORS ASSOCIATION MEETING MINUTES 28 MARCH 2025

DOCUMENT NUMBER	434748
REPORTING OFFICER	Teresa Breslin, Executive Assistant to Mayor and General Manager
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 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. 28 March 2025 CMA Minutes ↓ 2. CMA - Communique - 28 March 2025 ↓

RECOMMENDATION

The Minutes of the Country Mayors Association Meetings held on 28 March 2025, attached to the report, be received and noted.

Introduction

The Minutes of the Country Mayors Association Meeting held 28 March 2028, 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.



The Country Mayors Association of NEW SOUTH WALES Inc

Chairman: Mayor Rick Firman OAM
C/- Temora Shire Council,
PO Box 262, Temora NSW 2666
Contact: 0429 204 060
Email: admin@nswcountrymayors.com.au
ABN: 92 803 490 533

MINUTES

A General Meeting of the Country Mayors Association of NSW Inc. was held on **28 March 2025**, in the Theatre, Parliament House, Macquarie Street, Sydney commencing at 8:20am.

THEME: Financial Sustainability

CMA Chairman Mayor Rick Firman OAM issued a warm welcome and introduced the new Chair of the NSW Grants Commission, Ms. Linda Scott

Ms Scott advised that she had not been inducted and it is too soon for her to say much. She emphasised that submissions need to go to the NSW Grants Commission email address:

grantscommission@olg.nsw.gov.au . Ms Scott also urged CMA members to work with their Chief Financial Officers regarding the forward payments of Financial Assistance Grants.

Update from President of LGNSW – Mayor Phyllis Miller OAM [tribute to Mr. Steve Loane OAM]

Mayor Miller announced that a new cost-shifting survey is about to be conducted by LGNSW.

“I don’t expect a return to 1% overnight but we need to get it back up there, bit by bit.”

Mayor Miller drew attention to the new Food Organics and Garden Organics (FOGO) recycling legislation, intended to reduce food waste and stop food waste going to landfill.

The NSW Parliament has passed legislation to mandate FOGO collection services for households by July 2030, and for businesses and institutions in stages from July 2026. Click [here](#) for more detail. Mayor Miller added that the Regional Summit in the State Library promises to be a great event.

Mayor Miller moved that report be accepted and Mayor John Medcalf OAM seconded, carried unanimously.

8:30am Presentation – The Hon. Emily Jane SUVAAL, BN MLC. Chair of the NSW Government Inquiry into the “Ability of local governments to fund infrastructure and services”

Mrs Suvaal said the Inquiry was important to her personally and professionally. There were 128 submissions, over 50 organisations gave evidence. We are still awaiting the State Government response

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to the Inquiry and the recommendations. We handed it down on 29 November and the Minister has told me that he is going to take the time to get it right. Changes to the accounting codes and the like take work.

It was a very important Inquiry and I know challenges you face are still there and may have gotten worse.

9:00am Presentation – TCorp Snr Analyst, Mr. Tom Threlkeld with the Local Government Services Team

Mr. Rob Kenna – General Manager, Financial Markets
Mr. Brett Perry – Senior Manager, Credit Review
Ms. Danielle Aspery – Senior Manager
Mr. Craig Selvage – Senior Analyst
Ms. Alina Tee – Analyst

The entire team that deals directly with CMA members were introduced on stage, as it was important to have faces associated with the voices and names.

Prior to 2015, banks and finance companies were the option. Since then, Tcorp has offered competitive rates for councils. We have a cost recovery focus, making us 0.5 to 1% cheaper than banks. Large loans can be spread over generations of rate payers. Please reach out to our Local Government Services team if you need to discuss flexibility.

Q. Mayor Phyllis Miller asked about the suitability of saleyards for financing.

Q. Mayor Sarah Ndiaye from Byron Shire: Thank you for our sustainability loans

Q. Bega Valley Shire CEO Anthony McMahon: Could you explain your process for assessing Councils' capacity to repay loans.

A. Enough unrestricted cash for two months of operations required. We are more intrusive than a bank. But we partner with Councils, so we will not behave like a bank.

Yass Valley Mayor Cr. Jasmin Jones asked about upper limits and Mr. Threlkeld said we don't really have one. Mayor Jones then asked when did you change to allow commercial elements. Mr.

Threlkeld said July last year.

9:30am Presentation - Auditor-General for NSW, Mr. Bola Oyetunji

Mr Oyetunji said I learn a lot from you. When you talk about depreciation, we can improve things there. Financial Sustainability of Local Government is something we need to work on together.

A revenue imbalance graph highlighted the need for the return to 1%.

Costs or valuation, I cannot answer. But I want to work with the sector on it.

We like to think when we do an audit, we are making a difference.

Mr Oyetunji gave an example of the pool in Clarence Valley, which was completed 7% under budget but everybody has heard of the North Sydney Pool. I am going to promote the top 10 and bottom 10 Councils, in terms of financial sustainability against OLG benchmarks, with the purpose of encouraging improvement. We need a deep understanding of how councils work. The desired outcome of audits is to improve performance.

Steve Loane: Cost shifting \$1.6billion – what is your view? Should we invoice the State Government?

Uralla Shire Mayor Cr. Robert Bell: The Auditor General is used as an excuse for declining funding.

A: I am happy to work with you on any examples you have.

Q: If you have a top 10 and a bottom 10, perhaps the top can assist the bottom 10.

Q. Mayor Bronwyn Petrie of Tenterfield Shire Council: Thank you for your refreshing attitude.

10:00am Excelling CMA Members Segment

Bega Valley Shire Council was the 2024 Bluett Award Winner and CEO Anthony McMahon detailed some of the work that his Council is proud of.

Mr. McMahon ran a slideshow of Bega Valley Shire's innovative projects and detailed how they applied for the Bluett Award.

The LGA was devastated by the 2019/20 bushfire season losing over 460 homes, with over 1000 buildings destroyed and two lives lost. Since then, Council has supported rebuilding houses and built a new water treatment plant (one of several) to manage impacts of fires.

He said they are proud to have home grown staff – locals who have been recruited and trained/upskilled through traineeships, apprenticeships and cadetships.

Byron Shire Mayor Sarah Ndiaye asked about the affordable housing projects. This was one important area where CMA members could learn from example. An example of the innovative housing in the Bega Valley: [Community Housing Assistance Agreement with Southern Cross Community Housing extended - Bega Valley Shire Council](#)

Mr. McMahon said “we sold to a community housing provider, with caveats, including that they use funds to re-invest in more local housing. We have also facilitated a Homes NSW development of 100 Lots.”

Richmond Valley Mayor Cr. Robert Mustow: Asked about the circular economy

Mr. McMahon: That's a presentation in itself and I suggest that if CMA are interested they get the Chairman of the Bega Group (including Bega Cheese) in on that.

Moree Plains Shire Council presentation. 2024 Bluett Award Runner-up

Moree Plains Shire Council Mayor Cr. Susannah Pearse also ran a slideshow, with which she illustrated how the Council had been forced to act to clean-up neighbourhoods marred by burnt out homes. The charred remains of houses have lingered for years and detract from more than aesthetics. Mayor Pearse described how her Council incentivised the cleaning up of these sites, with the waiving of waste fees (up to \$10,000). The project has dramatically improved a lower socio-economic neighbourhood.

The 2024 CMA Scholarship was presented to Moree Plains Shire Council's Jazmine Howarth. The inspiring young Local Government GIS professional gave an articulate talk on what her work entails, how important it is to Council and how the scholarship will help her to advance her knowledge and skills with a degree.

10:20am A brief presentation from the Hon Penny Sharpe MLC, Minister for Climate Change, Minister for Energy, Minister for the Environment, Minister for Heritage

We are working with land holders, I'll be heading out to visit REZs. The costs of Biodiversity offsets is a concern but I think we can bring them down. We built flexibility into the new system. There is funding

for landowners who can provide for the offsets scheme. They could be funded for what they are already doing.

The Minister also talked about waste: FOGO and the levy review – I know you want more from it (the levy).

10:30-11am Morning Tea in the Theatrette Foyer was a bustling affair, joined by a number of impromptu political guests.

NSW Nationals Leader the Hon. Dougald Saunders MP gave an update on the Crime bill and the bail Act. He said we need consequences, we need the stick and we will keep the CMA updated about the Bill. The NSW Nationals are pushing for strong and immediate legislative reform to stop repeat serious youth offenders from carrying out crime sprees across regional NSW.

The Crimes Legislation Amendment (Youth Crime) Bill 2025 will offer stronger measures than Labor's changes to the Bail Act that were passed last week, by:

- Expanding the definition of repeat offences beyond serious break and enter and motor vehicle theft, to include all serious indictable offences like murder or sexual assault.
- Introducing electronic monitoring and a mandatory curfew as conditions of bail.
- Revoking bail if there is a breach of the bail conditions, if another charge is laid while on bail, or if there is any interference with the electronic monitoring device.
- Elevating the voice of victims in the court through the use of victim impact statements.

11:00am Presentation – NSW Electoral Commissioner Mrs. Rachel McCallum congratulated the attending mayors on their election in September 2024.

Ms McCallum was appointed in Dec. 2024 and was previously the Information Commissioner. Your September 2024 election was the biggest in the country that year, with well over 5mil. voters. The NSW Electoral Commission is both a statutory authority regulating and managing election propriety and a service provider. We issue penalty notice for not voting and approve campaign material, for example. The time taken to invoice Councils for their elections is due to the cost-recovery basis of election costs, meaning invoices must be received by the Commission before they issue theirs.

Surveys have shown that a quick and easy process is most valued by voters.

We do work to identify cost-saving opportunities and efficiencies, without compromising or risking public confidence. We are open to feedback.

Q. Mayor Firman, can we simplify the declarations process?

A. We do have an online system for updating.

Q. Cr. Bruce Reynolds Mayor of Blayney Shire: The postal votes time frame – waiting two weeks for the count was frustrating.

A. Voters are allowed up to 13 days to get their vote in, which is policy nationally as well. The postal system has changed a lot also.

11:30am Chair of IPART, Ms. Carmel Donnelly PSM

Ms Donnelly graciously allowed for her presentation to be distributed to members.

IPART acknowledged when the rate peg was lower than the rise in inflation. We are proud of the new rate pegging methodology. The rate peg is now unique for each 128 council in NSW.

IPART is involved in pricing increases of interest to CMA Members, other than those relating to Council rates. The Valuer-General is currently seeking to increase charges to Councils. The CMA will work on a representative submission.

General Business

1. Attendance

Cr. Tania Brown	Lord Mayor	Wollongong City Council
Cr. Pat Ryan	Deputy Mayor	Upper Hunter Shire Council
Stephen Dunshea	CEO	Snowy Monaro Regional Council
Michael Jackson	Acting GM	Kempsey Shire Council
Cr. Steve Ring	Deputy Mayor	Lithgow City Council
Cr. Phyllis Miller	Mayor / LGNSW President CMA Board	
OAM	Member	Forbes Shire Council
Cr. Rick Firman		
OAM	Mayor & CMA Chairman	Temora Shire Council and CMA
Ms Melissa Boxall	GM / Secretary	Temora Shire Council and CMA
Cr. Carol Oataway	Mayor	Hay Shire Council
David Webb	GM	Hay Shire Council
Cr. Jesse Fitzpatrick	Mayor	Wingecarribee Shire Council
Lisa Miscamble	GM	Wingecarribee Shire Council
Gary Fry	Secretariat	CMA
Cr. Darriea Turley	Past LGNSW President	LGNSW
David Reynolds	Executive Officer	LGNSW
Jay Nankivell	GM	Broken Hill City Council
Cr. Jim Hickey	Deputy Mayor	Broken Hill City Council
Cr. Mathew Hatcher	Mayor	Eurobodalla Shire Council
Stephanie Speedy	Acting GM	Eurobodalla Shire Council
Brett McInnes	GM	Inverell Shire Council
Sarah Ryan	Acting CEO	Murray River Council
Cr. John Harvie	Mayor	Murray River Council
Jack Bond	CEO	Edward River Council
Cr. Ashley Hall	Mayor	Edward River Council
Cr. Susannah		
Pearse	Mayor	Moree Plains Shire Council
Natalia Cowley	Interim GM	Moree Plains Shire Council
Cr. John Medcalf		
OAM	Mayor	Lachlan Shire Council
Greg Tory	GM	Lachlan Shire Council
		Dubbo Regional Council and CMA
Cr. Josh Black	Mayor	Executive Board Member
Cr. Sarah Ndiaye	Mayor	Byron Shire Council
Mark Arnold	GM	Byron Shire Council
Gary Kee	Mayor	Nambucca Valley Council
Bede Spannagle	GM	Nambucca Valley Council
Jonathan Malota	Policy Advisor – Transport & Data	NRMA
Cr. Darrell Tiemens	Mayor	Narrabri Shire Council
Eloise Chaplain	Interim GM	Narrabri Shire Council
Cr. Bruce Reynolds	Mayor	Blayney Shire Council
Mark Dicker	GM	Blayney Shire Council
Cr. Jasen Ramien	Mayor	Walgett Shire Council
	Special Projects (Governance, Risk &	
Andrew Brown	Human Resources)	Walgett Shire Council

Cr. Ruth McRae	Mayor	Murrumbidgee Council
John Scarce	GM	Murrumbidgee Council
Cr. Doug Curran	Mayor	Griffith City Council
Brett Stonestreet	GM	Griffith City Council
Cr. Ray Smith	Mayor	Clarence Valley Council
Cr. Russell Webb	Mayor	Tamworth Regional Council
Paul Bennett	GM	Tamworth Regional Council
Cr. Kinne Ring	Mayor	Kempsey Shire Council
Cr. Dallas Tout	Mayor	Wagga Wagga City Council
Cr. Steve Allan	Mayor	Bellingen Shire Council
Mark Griffioen	GM	Bellingen Shire Council
Gareth Curtis	GM	Dungog Shire Council
Cr. Digby Rayward	Mayor	Dungog Shire Council
Cr. Nina Dillon	Mayor	Goulburn Mulwaree Council
Marina Hollands	Acting Chief Executive Officer	Goulburn Mulwaree Council
Cr. Claire Pontin	Mayor	MidCoast Council
Cr. Danielle Mulholland	Mayor	Kyogle Council
Ken Ross	GM	Wentowrth Shire Council
Cr. Daniel Linklater	Mayor	Wentowrth Shire Council
Cr. Kenrick Winchester	Mayor	Queanbeyan-Palerang Regional Council
Rebecca Ryan	GM	Queanbeyan-Palerang Regional Council
Cr. Cheryl Cook	Mayor	Federation Council
Adrian Butler	GM	Federation Council
Cr. Sue Moore	Mayor	Singleton Council
Justin Fitzpatrick-Barr	GM	Singleton Council
Cr. Doug Batten	Mayor	Gilgandra Shire Council
David Neeves	GM	Gilgandra Shire Council
Cr. Kate Dight	Mayor	Inverell Shire Council
Cr. Greg Whiteley	Mayor	Warren Shire Council
Cr. Melissa Matters	Deputy Mayor	Kiama Municipal Council
Jane Stroud	CEO	Kiama Municipal Council
David Neeves	GM	Gilgandra Shire Council
Cr. Adam Shultz	Mayor	Lake Macquarie City Council
Cr. Patricia White	Mayor	Shoalhaven City Council
Cr. Russell Fitzpatrick	Mayor	Bega Valley Shire Council
Anthony McMahon	CEO	Bega Valley Shire Council
Cr. Joanne Williams	Deputy Mayor	Inverell Shire Council
Cr. Tony Mileto	Mayor	Orange City Council
Cr. Paul Culhane	Mayor	Upper Lachlan Shire Council
Alex Waldron	CEO	Upper Lachlan Shire Council
Rob Kenna	General Manager, Financial Markets	Tcorp
Brett Perry	Senior Manager, Credit Review	Tcorp
Danielle Aspery	Senior Manager	Tcorp
Craig Selvage	Senior Analyst	Tcorp

Tom Threlkeld	Analyst	Tcorp
Alina Tee	Analyst	Tcorp
Cr. Kathryn Rindfleish	Mayor	Warrumbungle Shire Council
Lindsay Mason	GM	Warrumbungle Shire Council
		Cootamundra-Gundagai Regional Council
Cr. Abb McAlister	Mayor	Cootamundra-Gundagai Regional Council
		Cobar Shire Council
Roger Bailey	Interim General Manager	NSW Grants Commission
Cr. Jarrod Marsden	Mayor	Snowy Valleys Council
Sarah Gubb	Executive Officer	Tenterfield Shire Council
Cr. Julia Ham	Mayor	Glen Innes Severn Council
Cr. Bronwyn Petrie	Mayor	Snowy Valleys Council
Cr. Margot Davis	Mayor	Yass Valley Council
Cr. Hugh Packard	Deputy Mayor	Yass Valley Council
Julie Costa	Acting CEO	Lismore City Council
Cr. Jasmin Jones	Mayor	Lismore City Council
Cr. Steve Krieg	Mayor	
Jon Gibbons	GM	
Sharon Cadwallader	Mayor	Ballina Shire Council
Cr. Chris Hanna	Mayor	Snowy Monaro Regional Council
James Ruprai	Acting CEO	Shoalhaven City Council
Cr. Kevin Beatty	Mayor	Cabonne Shire Council
Bradley Byrnes	GM	Cabonne Shire Council
Cr. Sam Coupland	Mayor	Armidale Regional Council
Cr. Lachlan Ford	Mayor	Bourke Shire Council
Leonie Brown	GM	Bourke Shire Council
Cr. Ewen Jones	Mayor	Narromine Shire Council
Jane Redden	GM	Narromine Shire Council
Cr. Brian Ingram	Mayor	Hilltops Council
Heather Nicholls	Deputy GM	Cabonne Shire Council
Cr. Peter Sharp	Mayor	Lockhart Shire Council
Gavin Rhodes	GM	Lockhart Shire Council
Cr. Neil Westcott	Mayor	Parkes Shire Council
Cr. Neville Kschenka	Mayor	Narrandera Shire Council
George Cowan	GM	Narrandera Shire Council
Cr. Robert Mustow	Mayor	Richmond Valley Council
Andrew Beswick	GM	Coffs Harbour City Council
Cr. Nikki Williams	Mayor	Coffs Harbour City Council
	Director Community and Economic Development	
Phil Johnston		Narromine Shire Council
Richard Jane	Acting GM	Forbes Shire Council
Anthony O'Reilly	GM	Hilltops Council
Cr. Des Kennedy	Mayor	Mid-Western Regional Council
Max Eastcott	GM	Gwydir Shire Council
Cr. Tiffany Galvin	Mayor	Gwydir Shire Council

Cr. George Weston	Mayor	Leeton Shire Council
Jennifer Hickey		OLG
Erica van den Honert		OLG
Cr. Robert Bell	Mayor	Uralla Shire Council
Toni Averay	GM	Uralla Shire Council
Cr. Eric Noakes	Mayor	Walcha Shire Council
Cr. Robert Taylor	Mayor	Bathurst Regional Council
Adran Panuccio	GM	MidCoast Council
Cr. Daniel Keady	Mayor	Coonamble Shire Council
Paul Gallagher	GM	Coonamble Shire Council
Bernard Smith	GM	Glen Innes Severn Council
Cr. Paul Best	Mayor	Weddin Shire Council
Noreen Vu	GM	Weddin Shire Council
Sharine Colefax		OLG
Murray Wood	CEO	Dubbo Regional Council
Cr. Adam Roberts	Mayor	Port Macquarie Hastings Council
Bronwen Regan	Public Affairs Manager	LGNSW
Carmel Donnelly	Chair	IPART
Rachel McCallum	NSW Electoral Commissioner	NSW Electoral Commission
Renee O'Hare	Chief of Staff	NSW Audit Office
Cr. Katie Graham	Deputy Mayor	Oberon Council
Gary Wallace	GM	Oberon Council
Julie Briggs	Policy Advisor	CMA

2. Apologies

Cr. Paul Smith	Mayor	Cowra Shire Council
Paul Devery	GM	Cowra Shire Council
Peter Bascomb	GM	Balranald Shire Council
Peter Vlatko	GM	Cobar Shire Council
Dr Ross Kerridge	Lord Mayor	Newcastle City Council
Cr. Doug Batten	Mayor	Gilgandra Shire Council
Gary Woodman	GM	Warren Shire Council
Cr. Colleen Fuller	Mayor	Gunnedah Shire Council
Eric Groth	GM	Gunnedah Shire Council
Dr. Richard Colbran	CEO	RDN
Cr. Jasen Ramien	Mayor	Walgett Shire Council
Cr. Louie Zaffina	Mayor	Balranald Shire Council
	Deputy	
Cr. Hugh Packard	Mayor	Snowy Valleys Council
Cr. Bob Callow	Mayor	Junee Shire Council
James Davis	GM	Junee Shire Council
Cr. Maurice Collison	Mayor	Upper Hunter Shire Council
Greg McDonald	GM	Upper Hunter Shire Council
		Liverpool Plains Shire
Cr. Ken Cudmore	Mayor	Council

Brad Cam	GM	Mid-Western Regional Council
Cr. Brian Monaghan	Mayor	Bland Shire Council
Grant Baker	GM	Bland Shire Council
Cr. Glen Neill	Mayor	Bogan Shire Council
Jackie Kruger	GM	Leeton Shire Council
Cr. David McCann	Mayor	Coolamon Shire Council
Tony Donoghue	GM	Coolamon Shire Council

3. Adoption of Minutes of Previous Meeting 15 November 2024 (Copy Attached)

Mayor Cadwallader moved that they be noted and accepted, Mayor King seconded. Carried unanimously.

4. Matters Arising from Minutes - nil

5. Correspondence

Mayor Mulholland moved that the correspondence be noted and accepted, Mayor Medcalf seconded. Carried unanimously.

Outward	Inward
<ul style="list-style-type: none"> • Health cuts letter to Health Minister Ryan Park MP • FarmLink - Thank you letter re Water Sharing Plans improvement • NSW Farmers Letter of Support with and commitment to their Disaster Ready Project. • FAGs update letter to Membership • Invitations for meetings with CMA leaders and CMA meetings to Prime Minister Anthony Albanese, Federal Local Government Ministers McBain and King, Treasurer Chalmers, Shadow Treasurer Taylor, the Australian Nationals Leader Mr. Littleproud, Opposition Leader Mr. Peter Dutton and Shadow Australian Local Government Minister Darren Chester MP. • Letter of support to Mr. Steve Loane • Two letters to Cootamundra-Gundagai Regional Council regarding their issues. 	<ul style="list-style-type: none"> • Central West JO request to join • RDA Riverina – skilled migration State DAMA opposition • IPART meeting acceptance • Nambucca Valley Council request to join • FarmLink thank you letter • Lake Macquarie City Council request to join • United Way Australia thanked the CMA for our support for the Dolly Parton’s Imagination Library program. They have their funding continued. • The NSW Treasurer the Hon Daniel Mookhey MLC declined to speak at our 28 March meeting, with apologies. Will be invited to a future meeting. • The Pharmacy Guild of Australia offered to host CMA representatives at a National Press Club event with Bob Katter MP presenting. • “Code of Conduct” concerns, particularly banning closed pre-meeting briefings, and

<ul style="list-style-type: none"> • Letter of support for Royal Far West to Treasurer Chalmers • Darriea Turley AM, Former LGNSW President • Jill Ludford PSM Chief Executive - Murrumbidgee Local Health District • NSW Attorney General The Hon. Michael Daley MP, invitation to 8 August CMA meeting • NSW Police Minister the Hon. Yasmin Catley MP, invitation to 8 August CMA meeting • Deputy Police Commissioner Paul Pisanos, invitation to 8 August CMA meeting • Invitation to the LGNSW (Regional) Board to attend the 27 March CMA dinner function • Invitation to Minister for Roads, and Minister for Regional Transport, the Hon. Jenny Aitchison for the 12 June meeting in Orange. • Invitation to Minister for Health, Minister for Regional Health the Hon. Ryan Park for the 9 May meeting. • 27/28 March Invitations to Local Government Minister the Hon. Ron Hoenig MP, TCorp, NSW Treasurer Mookhey, NSW Finance Minister Houssos, Auditor General Bola Oyetunji, Electoral Commissioner Rachel McCallum, Chair of IPART, Ms. Carmel Donnelly PSM, NSW Grants Commission Chair Linda Scott 	<p>councillor or public penalties for improper behaviour - from Mid-Western Regional Council Mayor Des Kennedy</p> <ul style="list-style-type: none"> • Lake Macquarie City Council requested a deadline for their written request to join the CMA, in order to make it onto the March agenda. The end of February was given. • Cootamundra-Gundagai Regional Council Re: Health in Rural, Remote and Regional Communities [attached] • Emergency Services Minister the Hon. Jihad Dib MP thanked the CMA for our support of his decision to amend policy, enabling farmers to fight fires on or near their land, with water on their properties. He will be invited to other dates. • Blayney Shire Council General Manager Mr Mark Dicker provided additional insights in response to the CMA FAGs - restore the 1% media release [attached]. • Royal Far West was grateful for the CMA's letter of support for their Federal Budget submission, which was sent to the Treasurer and key members of the Opposition. • Brief unable to attend responses to 28 March invites were received from the Prime Minister, Mr. David Littleproud, Treasurer Chalmers, Mr. Angus Taylor and Ministers for Local Government King and McBain.
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Media Releases

[Australian Government interim report sparks hope for NSW Country Mayors](#)

[NSW COUNTRY MAYORS WELCOME REPRIEVE ON BANK CLOSURES](#)

[COUNTRY MAYORS SEEK RESTORATION OF COMMONWEALTH FUNDING](#)

[Country Mayors welcome Police Minister Engagement](#)

[Country Mayors commend outgoing LGNSW President](#)

[Country Mayors respond to demand](#)

[Country Mayors endorse opposition to Planning Piracy](#)

[NSW Country Mayors' new leadership](#)

6. Reports

Update from ALGA President Mayor Matt Burnett

Update from President of LGNSW – Mayor Phyllis Miller OAM

Update from CMA Chairman Mayor Rick Firman OAM

Policy Advisor's Report – Mrs. Julie Briggs

Financial Report (CMA) – CMA Secretary Ms. Melissa Boxall

Recommendation: that the Reports be received and noted

Recommendation: that the recommendations contained in the Policy Advisor's Report be adopted.

Moved by Mayor Cadwallader. Seconded by Mayor Fitzpatrick. Carried unanimously.

7. Business with notice

a) Membership:

Four new councils have made application to become full financial members of the CMA.

There is one Associate Member application, coming from the Central NSW JO.

Executive Board Recommendation: That Port Macquarie-Hastings Council, Balranald Shire Council, Lake Macquarie City Council and Nambucca Valley Council be endorsed as new members of the CMA. Further, that the Central NSW JO be endorsed as an Associate Member.

Newly endorsed members to be presented with CMA badges (if present).

Mayor Fitzpatrick (Bega Valley Shire) moved. Mayor Moore (Singleton Council) seconded. Carried unanimously.

- b) **Executive Board Recommendation:** That the CMA Membership support the Executive Board's endorsement of the 17 recommendations from the *"NSW Inquiry into the ability of local governments to fund infrastructure and services"*. Further, that the CMA advocate for their expeditious implementation.
Mayor Dight (Inverell Shire) moved. Mayor Webb (Tamworth Regional Council) seconded. Carried unanimously.
- c) **Executive Board Recommendation:** That the Constitution be amended to enable the Executive to accept new member applications, with member endorsement at the next general meeting.
Mayor Cadwallader (Ballina Shire) moved. Mayor Moore seconded. Carried unanimously.
- d) **Executive Board Recommendation:** That the Membership endorse the Executive Board's determination that the CMA submission to 2024 Local Government Financial Sustainability Inquiry be considered the CMA's position regarding FAGs and the return to 1%. Further, that the CMA supports ALGA's campaign: ["Put Our Communities First"](#).
Note: The CMA Executive Board resolved at their most recent meeting to write to all Federal political parties, asking for their position on FAGs and outlining CMA's.
Mayor Moore moved. Mayor Dight seconded. Carried unanimously.
- e) **Executive Board Recommendation:** That the Membership endorse the Board's appointment of a trial Policy Advisor (Submissions etc), for 7.5 hours per week until 30 November, 2025. And Further, that the Board revise the roles of Secretariat and Policy Advisor and report back to Members in due course.
NB: The 7.5 Hours were initially allocated to extend the Secretariat role. Therefore the role is at no extra cost to Members.
Mayor Moore moved. Mayor Ham (Snowy Valleys Council) seconded. Carried unanimously.
- f) **Executive Board Recommendation:** That the membership endorse the Executive Board's decision to support the existing Orana DAMA (Designated Area Migration Agreement) under the operation of RDAs. Further that, as per the request from RDA Riverina, the CMA writes to both the NSW Minister for Skills, The Hon Steve Whan, MP and Federal Assistant Minister for Immigration, The Hon Matt Thistlethwaite MP, requesting that they keep the Orana DAMA as an inland DAMA in NSW under RDA operation, and support the geographical expansion to include Far West and Northern Inland RDAs.
Mayor Weston (Leeton Shire) moved. Mayor McCallister (Cootamundra-Gundagai Regional Council) seconded. Carried unanimously.
- g) **Member Recommendation:** That the CMA write urgently to the NSW Government and the NSW Grants Commission to immediately review and overhaul the current methodology for the distribution of the Financial Assistance Grants from the Federal Government, as required under the legislation – Local Government (Financial Assistance) Act 1995 (Commonwealth), to ensure the principles of Horizontal Fiscal Equalization as

highlighted in the Act, are correctly applied in NSW and that the funds are distributed to those Councils that need it the most. (from Dungog Shire Council)

Mayor Rayward (Dungog Shire) moved. Mayor Mulholland (Kyogle Council) seconded.

Carried unanimously.

- h) **Member Recommendation:** That the CMA support and advocate to the NSW Government for the expansion of a pig bounty trial(from Lachlan Shire).
Mayor Medcalf (Lachlan Shire). Mayor Mulholland seconded. Carried unanimously.

Urgent business without notice

Nil

Meeting closes approximately 1pm

The next CMA meeting is scheduled for 9 May 2025 in the Theatrette, NSW Parliament, Sydney. The theme will be Health and the meeting will feature Minister for Health, Minister for Regional Health the Hon. Ryan Park.

The Regional meeting will be hosted by Orange City Council on 11/12 June. It will have a Regional Roads and Transport theme and will feature Minister for Roads, and Minister for Regional Transport, the Hon. Jenny Aitchison.

NOTE:

CMA Merchandise will be on sale in the foyer of the Theatrette.

It would save time if you brought cash. The prices are:

❖ CMA Pen	\$10
❖ CMA Lapel Pin	\$10
❖ CMA Tie	\$35
❖ CMA Scarf	\$70



THE COUNTRY MAYORS ASSOCIATION OF NSW INC

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COMMUNIQUÉ

Country Mayors Association of NSW – General Meeting 28 March 2025

The Country Mayors Association of NSW held our General Meeting in the Theatrette in NSW Parliament House, Sydney on Friday 28 March 2025. We had 150 representatives of Country NSW Councils and associated organisations coming together to focus on the Financial Sustainability theme. We were joined by a variety of Parliamentarians.

For dinner, the night before, our Associate Member, the NRMA hosted a special cocktail-style function in the Tattersalls Club, across from Hyde Park, Sydney. We were grateful for this networking and fellowship opportunity. There were over 120 attendees and three special guest speakers.

NSW Local Government Minister the Hon. Ron Hoenig MP had some attention-grabbing statements, including that all NSW Councils will be mandated to live-stream their Council and Committee meetings. Local Government NSW President and CMA Executive Board member, Mayor Phyllis Miller (Forbes Shire) OAM explained the origin of her passion for Local Government and the NRMA's Chief Membership Officer Victoria Doidge reaffirmed their commitment to work with Country Mayors towards better, safer roads.

CMA Chairman, Temora Shire Mayor Rick Firman OAM said the chance for country Mayors to get together was greatly valued and we are thankful to the NRMA. "There was a real warmth in the room. Never underestimate the value of fellowship."





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COMMUNIQUE

The meeting

CMA Chairman Mayor Rick Firman OAM of Temora Shire Council issued a warm welcome and introduced the new Chair of the NSW Grants Commission, Ms. Linda Scott.

Ms Scott advised that she had not yet been inducted and it is too soon for her to say much. She emphasised that submissions need to go to the NSW Grants Commission email address: grantscommission@olg.nsw.gov.au. Ms Scott also urged CMA members to work with their CFOs regarding the forward payments of FAGs and the implications of that.



CMA Executive Board Member and President of LGNSW – Mayor Phyllis Miller OAM and Mayor Firman paid tribute to Forbes Shire GM Mr. Steve Loane OAM, who has served the Local Government sector for decades.

Mayor Miller announced that a new cost-shifting survey is about to be conducted by LGNSW. "I don't expect a return to 1% overnight but we need to get it back up there, bit by bit."

Mayor Miller drew attention to the new Food Organics and Garden Organics (FOGO) recycling legislation, intended to reduce food waste and stop food waste going to landfill.

The NSW Parliament has passed legislation to mandate FOGO collection services for households by July 2030, and for businesses and institutions in stages from July 2026. Click [here](#) for more detail. Mayor Miller added that the Regional Summit in the State Library promises to be a great event.



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The Hon. Emily Suvaal, BN MLC. Was welcomed to the lectern as Chair of the NSW Government Inquiry into the "Ability of local governments to fund infrastructure and services"

Mrs Suvaal said the Inquiry was important to her personally and professionally. There were 128 submissions, over 50 organisations gave evidence. We are still awaiting the State Government response to the Inquiry and the recommendations. We handed it down on 29 November and the Minister has told me that he is going to take the time to get it right. We can appreciate that changes to the accounting codes and the like take work.

It was a very important Inquiry and I know the challenges you face are still there and may have gotten worse.

CMA Chairman Rick Firman OAM presented a thank-you gift to Mrs Suvaal.



The entire TCorp Local Government Services Team then came onto the stage because it was important for members have faces for the names they deal with.

Snr Analyst, Mr. Tom Threlkeld gave the presentation, supported by his colleagues:

- Mr. Rob Kenna – General Manager, Financial Markets
- Mr. Brett Perry – Senior Manager, Credit Review
- Ms. Danielle Aspery – Senior Manager
- Mr. Craig Selvage – Senior Analyst
- Ms. Alina Tee – Analyst

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Mr. Threlkeld said that prior to 2015, banks and finance companies were *the* option. Since then, Tcorp has offered competitive rates for councils.

"We have a cost recovery focus, making us 0.5 to 1% cheaper than banks. Large loans can be spread over generations of rate payers. Please reach out to our Local Government Services team if you need to discuss flexibility.

Q. Mayor Phyllis Miller asked about the suitability of saleyards for financing.

Q. Mayor Sarah Ndiaye from Byron Shire: Thank you for our sustainability loans

Q. Bega Valley Shire CEO Anthony McMahon: Could you explain your process for assessing Councils' capacity to repay loans.

A. Enough unrestricted cash for two months of operations required.

We are more intrusive than a bank. But we partner with Councils, so we will not behave like a bank.

One member asked about upper limits and Mr Threlkeld said we don't really have one. Another member asked when did you change to allow commercial elements. Mr Threlkeld said July last year.



CMA Deputy Chairman Mayor Russell Fitzpatrick and Executive Board Member Mayor Sharon Cadwallader thanks the TCorp team.



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COMMUNIQUE

Auditor-General for NSW, Mr. Bola Oyetunji

Mr Oyetunji said I learn a lot from you.

"When you talk about depreciation, we can improve things there. Financial Sustainability of Local Government is something we need to work on together."

A revenue imbalance graph highlighted the need for the return to 1%.

Costs or valuation, I cannot answer. But I want to work with the sector on it.

We like to think when we do an audit, we are making a difference.

Imagine a world without auditors – though there were chuckles, the value of audits was clear in members' minds.

Mr Oyetunji gave an example of the pool in Clarence Valley, which was done 7% under budget but everybody has heard of the North Sydney Pool. I am going to promote the top 10 and bottom 10 Councils, in terms of financial sustainability against OLG benchmarks, with the purpose of encouraging improvement. We need a deep understanding of how councils work. The desired outcome of audits is to improve performance.

Mr Oyetunji's presentation and update from Audit Office were distributed to the CMA Membership.

Steve Loane: Cost shifting \$1.6billion – what is your view? Should we invoice the State Government?

Uralla Shire Mayor Cr. Robert Bell: The Auditor General is used as an excuse for declining funding.

A: I am happy to work with you on any examples you have.

Q: If you have a top 10 and a bottom 10, perhaps the top can assist the bottom 10.

Q. Mayor Bronwyn Petrie of Tenterfield Shire Council: Thank you for your refreshing attitude.

Mayor Phyllis Miller OAM presented the thank-you gift.



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COMMUNIQUE

Excelling CMA Members Segment

Bega Valley Shire Council was the 2024 Bluett Award Winner and CEO, Anthony McMahon detailed some of the work that his Council is proud of.

Mr. McMahon ran a slideshow of Bega Valley Shire's innovative projects and detailed how they applied for the Bluett Award.

The LGA was the most devastated by the worst bushfire season in history and innovative approaches to temporary housing and recovery in general have been critical.

He said they are proud to have home grown staff – locals who have been recruited and trained/upskilled.

Byron Shire Mayor Sarah Ndiaye asked about the portable housing project. This was one important area where CMA members could learn from example. An example of the innovative housing in the Bega Valley: <https://chl.org.au/about-us/our-developments/bega/>

Mr. McMahon said "we sold to a community housing provider, with caveats, including that they use funds to re-invest in more local housing. One was 100 Lots."

Richmond Valley Mayor Cr. Robert Mustow: Asked about the circular economy

Mr. McMahon: That's a presentation in itself and I suggest CMA gets the CEO of Bega Cheese in on that.



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COMMUNIQUÉ

Moree Plains Shire Council presentation. 2024 Bluett Award Runner-up

Moree Plains Shire Council Mayor Susannah Pearse also ran a slideshow, with which she illustrated how the Council had been forced to act to clean-up neighbourhoods marred by burnt out homes. The charred remains of houses have lingered for years and detract from more than aesthetics. Mayor Pearse described how her Council incentivised the cleaning up of these sites, with the waiving of waste fees (up to \$10,000). The project has dramatically improved a lower socio-economic neighbourhood.



Mayor Pearse became Mayor in September 2024.

The 2024 CMA Scholarship was presented to Moree Plains Shire Council's Jazmine Howarth.

The inspiring young Local Government GIS professional gave an articulate talk on what her work entails, how important it is to Council and how the \$5,000 CMA scholarship will help her to advance her knowledge and skills with a degree.



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COMMUNIQUE

There was then a brief presentation from the Hon Penny Sharpe MLC, Minister for Climate Change, Minister for Energy, Minister for the Environment, Minister for Heritage

We are working with land holders, I'll be heading out to visit REZs.
The costs of Biodiversity offsets is a concern but I think we can bring them down.
We built flexibility into the new system.
There is funding for landowners who can provide for the offsets scheme.
They could be funded for what they are already doing.
The Minister also talked about waste: FOGO and the levy review – "I know you want more from it" (the levy).

Mayor Russell Webb presented a thank-you gift.



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COMMUNIQUE

A quick morning tea was enjoyed by all.

Before the Country Mayors Association of NSW Executive Board members got their hands on a scone, sausage roll or brownie, they posed for a photo. Pictured left to right: Secretary (and Temora Shire General Manager) Melissa Boxall, Local Government NSW President and Forbes Shire Mayor Phyllis Miller OAM, Ballina Shire Mayor Sharon Cadwallader, Singleton Council Mayor Sue Moore, Tamworth Regional Council Mayor Russell Webb, Chairman and Temora Shire Mayor Rick Firman OAM, Lachlan Shire Mayor John Medcalf OAM, Deputy Chairman and Bega Valley Shire Mayor Russell Fitzpatrick and Dubbo Regional Council Mayor Josh Black. with Mayor Sam Coupland of Armidale Regional Council absent from the photo.



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COMMUNIQUE

NSW Nationals Leader the Hon. Dougald Saunders MP gave an update on the Crime Bill and the Bail Act.

Mr. Saunders said we need consequences, we need the stick and we will keep the CMA updated about the Bill. The NSW Nationals are pushing for strong and immediate legislative reform to stop repeat serious youth offenders from carrying out crime sprees across regional NSW.

The Crimes Legislation Amendment (Youth Crime) Bill 2025 will offer stronger measures than Labor's changes to the Bail Act that were passed last week, by:

- Expanding the definition of repeat offences beyond serious break and enter and motor vehicle theft, to include all serious indictable offences like murder or sexual assault.
- Introducing electronic monitoring and a mandatory curfew as conditions of bail.
- Revoking bail if there is a breach of the bail conditions, if another charge is laid while on bail, or if there is any interference with the electronic monitoring device.
- Elevating the voice of victims in the court through the use of victim impact statements.



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COMMUNIQUÉ

NSW Electoral Commissioner Mrs. Rachel McCallum

The Electoral Commissioner congratulated the attending mayors on their election in September 2024. Ms McCallum was appointed in Dec. 2024 and was previously the Information Commissioner. I am keen to learn more about what you do. Your September 2024 election was the biggest in the country that year, with well over 5mil. voters. The NSW Electoral Commission is both a statutory authority regulating and managing election propriety and a service provider. We issue penalty notice for not voting and approve campaign material, for example. The time taken to invoice Councils for their elections is due to the cost-recovery basis of election costs, meaning invoices must be received by the Commission before they issue theirs.

Surveys have shown that a quick and easy process is most valued by voters.

We do work to identify cost-saving opportunities and efficiencies, without compromising or risking public confidence. We are open to feedback.

Q. Mayor Firman, can we simplify the declarations process?

A. We do have an online system for updating.

Q. Cr. Bruce Reynolds Mayor of Blayney Shire:

The postal votes time frame – waiting two weeks for the count was frustrating.

A. Voters are allowed up to 13 days to get their vote in, which is policy nationally as well. The postal system has changed a lot also.

Mayor John Medcalf OAM presented the thank-you gift.



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COMMUNIQUE

Chair of IPART, Ms. Carmel Donnelly PSM

Ms Donnelly graciously allowed for her presentation to be distributed to members.

IPART acknowledged when the rate peg was lower than the rise in inflation. We are proud of the new rate pegging methodology. The rate peg is now unique for each 128 council in NSW.

IPART is involved in pricing increases of interest to CMA Members, other than those relating to Council rates. The Valuer-General is currently seeking to increase charges to Councils. Ms Donnelly encouraged submissions.



Mayor Sue Moore presented the thank-you gift.



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COMMUNIQUÉ

Members voted that Port Macquarie-Hastings Council, Balranald Shire Council, Lake Macquarie City Council and Nambucca Valley Council be endorsed as new members of the CMA. Further, that the Central NSW JO be endorsed as an Associate Member.

The following motions were unanimously supported by the CMA Membership:

- a) **Executive Board Recommendation:** That the CMA Membership support the Executive Board's endorsement of the 17 recommendations from the *"NSW Inquiry into the ability of local governments to fund infrastructure and services"*. Further, that the CMA advocate for their expeditious implementation.
- b) **Executive Board Recommendation:** That the Constitution be amended to enable the Executive to accept new member applications, with member endorsement at the next general meeting.
- c) **Executive Board Recommendation:** That the Membership endorse the Executive Board's determination that the CMA submission to 2024 Local Government Financial Sustainability Inquiry be considered the CMA's position regarding FAGs and the return to 1%. Further, that the CMA supports ALGA's campaign: ["Put Our Communities First"](#).
Note: The CMA Executive Board resolved at their most recent meeting to write to all Federal political parties, asking for their position on FAGs and outlining CMA's. This has already been done by the Policy Advisor and Secretariat.
- d) **Executive Board Recommendation:** That the Membership endorse the Board's appointment of a trial Policy Advisor (Submissions etc), for 7.5 hours per week until 30 November, 2025. And Further, that the Board revise the roles of Secretariat and Policy Advisor and report back to Members in due course.
NB: The 7.5 Hours were initially allocated to extend the Secretariat role. Therefore, the role is at no extra cost to Members.
- e) **Executive Board Recommendation:** That the membership endorse the Executive Board's decision to support the existing Orana DAMA (Designated Area Migration Agreement) under the operation of RDAs. Further that, as per the request from RDA Riverina, the CMA writes to both the NSW Minister for Skills, The Hon Steve Whan, MP and Federal Assistant Minister for Immigration, The Hon Matt Thistlethwaite MP, requesting that they keep the Orana DAMA as an inland DAMA in NSW under RDA operation, and support the geographical expansion to include Far West and Northern Inland RDAs.

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COMMUNIQUE

- f) **Member Recommendation:** That the CMA write urgently to the NSW Government and the NSW Grants Commission to immediately review and overhaul the current methodology for the distribution of the Financial Assistance Grants from the Federal Government, as required under the legislation – Local Government (Financial Assistance) Act 1995 (Commonwealth), to ensure the principles of Horizontal Fiscal Equalization as highlighted in the Act, are correctly applied in NSW and that the funds are distributed to those Councils that need it the most. (from Dungog Shire Council)
- g) **Member Recommendation:** That the CMA support and advocate to the NSW Government for the expansion of a pig bounty trial. (from Lachlan Shire).



The next meeting is scheduled for 9 May 2025 in the Theatrette, NSW Parliament House, Sydney. It will have a Health theme.

The NSW Regional Health Minister, the Hon Ryan Park is confirmed as a guest speaker.

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8.1.4 2025 RURAL AND REGIONAL SUMMIT SUMMARY

DOCUMENT NUMBER	437698
REPORTING OFFICER	Teresa Breslin, Executive Assistant to Mayor and General Manager
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 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 2025 Rural and Regional Summit summary report, be received and noted.

Introduction

Cr Abb McAlister (Mayor), and Roger Bailey (Interim General Manager) attended the Rural and Regional Summit on May 8th, 2025, hosted by Local Government NSW.

This summary report has been prepared by Roger Bailey, Interim General Manager.

Overview

The 2025 Rural and Regional Summit brought together local government representatives, state ministers, departmental executives, and key stakeholders to address the pressing issues affecting rural and regional councils in NSW. The event was hosted and moderated by journalist Michael Pascoe and opened by Cr Darriea Turley on behalf of LGNSW President Cr Phyllis Miller OAM.

Session Summaries**Session 1: Ministerial Address – Hon. Ron Hoenig MP, Minister for Local Government**

- Local Government (LG) is described as the “purest form of government.”
- The Minister reaffirmed the Government's position that **there will be no forced amalgamations**, citing negative consequences from past mergers.
- Emphasised the **independence and uniqueness** of local government as the third tier of government.
- **Financial Sustainability Review**: The Minister committed to engaging with councils on the Government’s response.
- Highlighted concerns about **depreciation schedules and opaque financial systems**, noting agreement from the Auditor-General.

- Proposed reforms include **greater flexibility in rating categories**.

Session 2: Government Response to Financial Sustainability Review

Presenter: Brett Whitworth, Deputy Secretary, Office of Local Government

- Emphasis on creating a **framework for sustainability and resilience** in LG.
- Focus areas: **financial sustainability, disaster recovery, councillor conduct, renewable energy adaptation, governance**.
- **FAGs (Financial Assistance Grants)**: Concerns raised about the allocation model; the Deputy Secretary is now Deputy Chair of the Grants Commission.
- **Advance FAGs payments** may not occur this year.
- Regional collaboration through **JOs (Joint Organisations)** was discussed; challenges around boundaries and voluntary cooperation noted.
- **Councillor conduct**: Recent actions taken demonstrate progress but adherence to due process remains essential.

Session 3: Building Reforms for Rural and Regional Areas

Presenter: James Sherrard, NSW Building Commissioner

- Support for proposed Building Bills to strengthen regulation.
- **Key challenges**:
 - Trade shortages leading to unlicensed work.
 - Outdated skillsets impacting construction quality.
 - Lack of private certifiers adding pressure to councils.
- Comparative performance data showed **no material difference** between council and private certifiers.
- **Complaints Data** (last 6 months): 2,986 complaints – 32% from regional NSW.
 - Top complaint categories: house construction, roofing, solar installations, etc.
- **Site Visits (Wagga Wagga/Albury region, 28 Apr – 2 May)**:
 - 118 inspections: 36 electrical, 41 building, 41 compliance.
 - Compliance outcomes included infringement notices and non-compliance findings.
- Priorities: **education, engagement, and improved information sharing** between councils and the Commission.

Session 4: Invasive Species

Presenter: Dr Marion Healy PSM, NSW Independent Biosecurity Commissioner

- Key initiatives and strategies for managing invasive species were outlined (details not specified in notes).

Partner Address: nbn Local

Presenter: Tom O’Dea, Head of Regional Development and Engagement, nbn Local

- Addressed broadband access challenges and commitments in regional NSW (limited detail provided).

Session 5: Local Water Utilities**Presenter: Hon. Rose Jackson MLC, Minister for Water**

- Water service delivery remains a significant challenge, especially in **Western NSW**.
- Reiterated Government commitment to **public ownership of water utilities**.
- **PFAS testing**: Of 83 authorities, only four detected PFAS; groundwater testing to follow.
- Call for improved coordination with **Housing NSW** to expand social and affordable housing.

Session 6: Excellence in Disaster Recovery – Local Government Perspective**Panel: Cr Chris Roylance, Cr Steve Krieg, Cr Mathew Hatcher, Cr Kevin Beatty**

- Discussion of best practices and challenges in local disaster response and community recovery efforts for their natural disasters.

Session 7: Working Across Government in Disaster Response**Presenters: Mal Lanyon APM (NSW Reconstruction Authority) & Brendan Moon AM (National Emergency Management Agency)**

- Emphasised the importance of collaboration between **local, state, and federal agencies** in disaster management.

Session 8: Shadow Ministerial Address**Presenter: Wendy Tuckerman MP, Shadow Minister for Local Government**

- Criticised lack of advocacy around increasing FAGs.
- Urged councils to advocate directly with federal members.
- Expressed concern over delays in progressing the **Code of Conduct (CoC)** reforms.

Closing Remarks

The Summit concluded with final comments from MC Michael Pascoe and Cr Darriea Turley (on behalf of Cr Phyllis Miller OAM). The day's discussions reinforced the need for strong advocacy, improved systems, and collaborative approaches across all levels of government to support the unique needs of rural and regional communities.

Financial

No further financial implications associated with this report.

OLG 23a Guideline consideration

Purpose of this report does not conflict with guidelines.

8.2 BUSINESS

8.2.1 DELIVERY PROGRAM - OPERATIONAL PLAN QUARTERLY PROGRESS REPORT

DOCUMENT NUMBER	437501
REPORTING OFFICER	Anne Chamberlain, Acting Governance Officer
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 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. DP\OP Quarterly Progress Report - Q3 ↓

RECOMMENDATION

The Delivery Program incorporating the Operational Plan 2024/2025, quarterly progress report, (3rd Quarter, January, February & March), 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 January to 3 April 2025.

The next progress report will be presented to Council at the Ordinary Meeting of Council to be held 26 August 2025 and will consist of status updates for actions within the 24/25 Operational Plan (4th quarter reporting period of April to June 2025).

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

2024/2025 Q3

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

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Promote programs which encourage healthy lifestyle choices and activities	1.1a (2)	Council maintains its public open spaces in a safe and acceptable manner and ensures that all associated infrastructure is fit for purpose. The level of service delivery is to be reflected according to the allocated resources.	Manager Regional Services - Cootamundra	Ongoing	Council staff are regularly maintaining the open spaces to an acceptable manner, within the budget allocated.

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

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Masterplan development for Fisher Park	1.1b (1)	Upgrade amenities at Fisher Park to meet the demands of local and regional Sporting associations and clubs	Manager Regional Services - Cootamundra	Ongoing	The upgrades from the Southern Phone grant have been completed. The Female changerooms funding of \$400K is not enough, Michael McCormack has pledged to add an additional \$400K if re-elected to fund the project.
Promote year-round use of Council facilities	1.1b (2)	Continue to manage the existing contract for the Cootamundra Aquatic Centre to ensure all areas of service delivery meet Community and Council expectations	Manager Regional Services - Cootamundra	Ongoing	I work with L & R Group regularly. We are currently working on a new tender to go out for the operation of the Cootamundra pool and sports stadium.
	1.1b (2)	Continue to manage the existing contract for the Cootamundra Sports Stadium to ensure all areas of service delivery meet Community and council expectations	Manager Regional Services - Cootamundra	Ongoing	Ongoing communication with L & R Group. the contract expires on 1 st November 2025. The new tender is being prepared for the operations of the stadium and pool.
	1.1b (2)	Cootamundra sportsgrounds are maintained within the allocated resources and finances available and delivered to the community and associated user groups in a safe and professional manner	Manager Regional Services - Cootamundra	Ongoing	Council staff are maintaining all sportsgrounds to a suitable standard, meeting community and Council expectations. Communication is key, we talk to each sporting group regularly to ensure we are providing the service levels required.
	1.1b (2)	Monitor and maintain Cootamundra Aquatic Centre within the allocated resources and funding	Manager Regional Services - Cootamundra	Ongoing	I communicate with L & R Group regularly. We discuss issues and resolve them as soon as practical. We assist with promoting their events.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	1.1b (2)	Monitor and maintain Cootamundra Sports Stadium within the allocated resources and funding	Manager Regional Services - Cootamundra	Ongoing	Ongoing, regular meetings with L & R Group identifying issues and maintenance required.
Prepare and deliver the CGRC Open Space Strategy / Management Plan	1.1a (2)	Council maintains its public open spaces in a safe and acceptable manner and ensures that all associated infrastructure is fit for purpose. The level of service delivery is to be reflected according to the allocated resources.	Acting Manager Regional Services - Gundagai	Ongoing	Maintenance continues to current service levels and within budgetary allocations.
	1.1b (3)	Ensure all Cootamundra Street tree enquiries are managed in a timely and professional manner	Manager Regional Services - Cootamundra	Ongoing	Ongoing, working on developing a spreadsheet to provide a better service.
	1.1b (3)	Ensure maintenance of council's facilities in the villages of Stockinbingal and Wallendbeen are in a safe and acceptable manner and considered fit for purpose.	Manager Regional Services - Cootamundra	Ongoing	Ongoing maintenance as scheduled. We work with the communities to ensure any events are recognised and if additional work is required, we try to incorporate this.
	1.1b (3)	Ensure that the Cootamundra Street Trees are maintained within the allocated resources and funding available and deliver a safe streetscape to the Community and street users groups	Manager Regional Services - Cootamundra	Ongoing	We are working on improving the customer requests for trees, building a living workflow spreadsheet with realistic timeframes to undertake the work.
	1.1b (3)	Maintain Communication between council and the Village Communities of Stockinbingal and Wallendbeen via regular site meetings and attendance at Community meetings as and when required	Manager Regional Services - Cootamundra	Ongoing	Council staff continue to work with community groups from both villages. Regular communication has been had to ensure both Council and the villages are working together.
Work in partnership with active sporting associations, community groups and health providers to ensure sporting facilities are fit for	1.1b (4)	Upgrade Nicholson Park drainage to improve playing surface and overseed in preparation for year-round use by sporting clubs.	Manager Regional Services - Cootamundra	Completed	Project completed, drainage installed and working well.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
current and future community need	1.1b (4)	Work in partnership with Sportsground User Groups to ensure strong communication is maintained with Council and good service delivery and timely response to related issues	Manager Regional Services - Cootamundra	On hold (demerge)	Waiting for demerger update. The sporting groups currently across both locations do not match so it will be an easier task once we know where the future is going. We are still communicating with each club so we can work together to maintain a service required for each area.
Service and Maintenance of Cemeteries	1.1b (5)	Cootamundra and surrounding village cemeteries maintenance programs are delivered within the available resources and financial allocation and meet Councils and Community expectations	Manager Regional Services - Cootamundra	Ongoing	Maintenance schedule is being adhered to, budgets are within allocation.
	1.1b (5)	In dealing with Cemetery bookings and enquires, Council staff to maintain strong and professional communication between Council, funeral directors, and members of the public	Manager Regional Services - Cootamundra	Ongoing	Council staff have a great relationship with the local funeral directors. They also deal with all cemetery enquiries professionally and with compassion.

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

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Gundagai Pool Renovation	1.1c (1)	Complete Gundagai Pool renovation project	Acting Manager Regional Services - Gundagai	In Progress	Negotiations with Contractor on defect repairs underway with the expectation that works will be finalised by 30 June 2025.

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**

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Update and implement accessibility strategies as identified in the Disability Inclusion Access Plan	1.2a (1)	Update Disability Inclusion Access Plan	Manager Business	In Progress	Community Consultation currently being undertaken to develop updated Disability Inclusion Action Plan.

1.2c: Undertake an Aboriginal Heritage and Cultural Places Study

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Undertake a region wide Heritage Study to update current heritage plan	1.2c (1)	Seek funding to update the region's Heritage Plan	Manager Business	Ongoing	Project will be researched when resources allow.

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

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Deliver a diverse range of Art Gallery/Museum and Library events and programs that are accessible and relevant to the community	1.2e (3)	Work with partners including Eastern Riverina Arts to develop a diverse annual program of gallery exhibitions and events	Manager Business	In Progress	<p>CGRC is an active member of Eastern Riverina Arts, with Councillor and Staff representation attending meetings and facilitating programs. Individual facilities, such as The Arts Centre, Cootamundra develop events and programs relevant to community needs.</p> <p>Gundagai Museum and Goal provide tourist facilities incorporating cultural significance.</p> <p>Libraries implement a number of well attended events each month.</p>

1.3: Maintaining low crime levels

1.3a: Deliver dependable emergency service management practices and responses which protect our community

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Continue maintenance and operations of Emergency Management Centres	1.3a (1)	Continue maintenance and operations of Emergency Management Centres	Acting Manager Engineering - Gundagai	Ongoing	Emergency Management Centres continue to be maintained with additional funding being sourced to meet modern standards.
Continue to participate in Local Emergency Management Meetings with local emergency services	1.3a (2)	Continue to participate in Local Emergency Management Meetings with local emergency services	Acting Manager Engineering - Gundagai	Ongoing	Local Emergency Management Committee (LEMC) continues to meet on a regular basis.
Maintain and update Council's emergency response plans	1.3a (3)	Maintain and update Council's emergency response plans	Acting Manager Engineering - Gundagai	Ongoing	Community Recovery Officer program has not been extended. Draft CGRC Emergency Management Plan has been sent to REMO for review.

1.3b: Support initiatives and facilities that encourage social inclusion and community connections

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
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	1.3b (2)	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	Acting Manager Engineering - Gundagai	Ongoing	Local Emergency Management Committee (LEMC) continues to meet on a regular basis with relevant actions identified and implemented.

1.3c: Installation of CCTV cameras in higher crime areas

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Review security contracts	1.3c (1)	Review security contracts for Closed-Circuit Televisions (CCTV) cameras	Acting Manager Regional Services - Gundagai	Ongoing	Audit of Council's current CCTV equipment being undertaken. Once completed RFQ for maintenance and supply of CCTV service will be prepared.
	1.3c (1)	Review security contracts for closed-circuit televisions (CCTV) cameras.	Manager Regional Services - Cootamundra	On Hold	still waiting on the demerger status before we look at entering into contracts or contract discussions.
Seek funding for Closed Circuit Television camera installation	1.3c (2)	Seek funding for the installation of Closed-Circuit Televisions (CCTV) cameras	Acting Manager Regional Services - Gundagai	Ongoing	Funding opportunities for CCTV that does not require council co-contribution and ongoing commitment of cost by council to operate continues to be sourced.
	1.3c (2)	Seek Funding for the installation of closed-circuit televisions (CCTV) cameras.	Manager Regional Services - Cootamundra	On Hold	We are still looking for possible funding for this, although it will need to be 100% funded with no co-contributions.

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

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Gundagai Old Mill Redevelopment	2.1a (1)	Gundagai Old Mill Redevelopment Project. Development of the Masterplan and business case.	Manager Business	Ongoing	Business case received. Further requirements for funding application being sourced.
Develop and issue an expression of interest for Wallendbeen silo art project	2.1a (4)	Develop EOI for Wallendbeen silo art project	Manager Business	Ongoing	Tourist and Economic Development Officers have recommenced investigations into this project.

2.1c: Growth and expansion of the region's events calendar and tourism products with a focus on agritourism opportunities

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Work with Cootamundra and Gundagai business and tourism groups to help support and grow new events	2.1c (1)	Continue to Implement actions as identified in the Agri-tourism strategy	Manager Business	Ongoing	Tourist and Economic Development Officers continue to implement actions from the Agritourism strategy. Funding applied for to hold Annual Starry Nights festivals.
Establish Cycle Trails map for Cootamundra	2.1c (3)	Develop Cycle Trails map for Cootamundra and upload onto website for road cyclists	Interim Manager Engineering - Cootamundra	Completed	The Bike Path Map for Cootamundra was approved by TfNSW in September 2024 and uploaded onto the CGRC website.

2.1d: Increased marketing of the Cootamundra and Gundagai tourism brands

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Seek funding to continue delivering on the Tourism Communications Plan	2.1d (2)	Seek funding to continue delivery of actions identified in the Tourism Communications Plan	Manager Business	In Progress	<p>Staff have updated photographs.</p> <p>Tourism brands for Gundagai and Cootamundra are promoted through websites, Facebook, Instagram and events, consistent with platforms listed in our Communications Engagement Strategy.</p> <p>Partnerships with surrounding LGA's have been activated.</p> <p>Billboards updated with existing TED Strategic Plan Funding.</p>

2.1e: Actively promote and develop the region's visitor accommodation, products, and recreational infrastructure

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Prepare masterplan for Caravan Parks	2.1e (1)	Cootamundra Caravan Parks existing contract managed to ensure that all areas of service delivery meet Community and Council Expectations	Manager Regional Services - Cootamundra	Ongoing	Regular communication with both the Cootamundra caravan park and the Showground camping areas.

2.1f: Maintain Visitor Information Centre services and Tourist attractions in Cootamundra and Gundagai

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Revisit Arts Centre Masterplan	2.1f (3)	Implement up-to-date fire safety measures and accessibility upgrades at Cootamundra Arts Centre	Manager Regional Services - Cootamundra	Completed	<p>New disabled emergency exit ramp and railings installed. Lane is one way.</p> <p>Electricity box has been moved to the external wall of the building.</p>
Gundagai Visitor Information Centre Upgrade	2.1f (4)	Gundagai Visitor Information Centre upgrades Completed and to include establishment of online sales capability.	Acting Manager Regional Services - Gundagai	In Progress	Works still in progress, negotiations with contractor are ongoing to ensure project is completed by 30 June 2026.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Undertake connection of water supply to the Dog on the Tuckerbox site.	2.1f (5)	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	Council has committed, via resolution to provide potable water to the Dog on the Tuckerbox precinct at Annie Pyers Drive within 18 months. Planning is currently underway to ensure that construction takes place within this timeframe.

2.1g: Undertake community consultation and feasibility studies for Rail Trail between Cootamundra and Gundagai

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Undertake feasibility study into the development of a Cootamundra to Gundagai Rail Trail	2.1g (1)	Seek funding to undertake a feasibility study into the development of a Cootamundra-Gundagai Rail Trail	Manager Business	On Hold	Investigations to commence when resources allow. Opportunities for funding will be researched.

2.2: A thriving region that attracts people to live, work and visit

2.2a: Support and facilitate economic development and employment opportunities

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Liveability information available on Council website	2.2a (1)	Update region liveability information and upload onto Council website	Manager Business	Ongoing	Cootamundra-Gundagai Regional Council's website updates information regarding liveability periodically.
Establish monthly communication to industry outlining opportunities and economic activity of the region	2.2a (3)	Continue monthly communication to business and industry outlining opportunities and economic activity of the region	Manager Business	Ongoing	Relevant updates are emailed and distributed to the business contact list via Tourism and Economic Development Officers. Information relevant to individual operators is forwarded directly to them.

2.2b: Attract new business and employment opportunities to the region, supporting their establishment and retention

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Actively market the region targeting current and new residents	2.2b (2)	Actively market the region as a 'must visit' destination	Manager Business	In Progress	<p>Tourist and Economic Development Officers work towards outcomes of CSP and TED Strategy.</p> <p>Websites feature centralised information for residents and visitors encouraging liveability, local product and event development.</p> <p>Staff continue development of regional partnership with Destination NSW Riverina Murray.</p>

2.2d: Deliver Youth Strategy actions and promote existing Youth Council Resources including establishing Youth Hub

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Support Youth Council activities in both towns and assist in promotion and advocacy for Youth Council	2.2d (2)	Continue to support Youth Council activities in both towns and assist in promotion and Advocacy for Youth Councils.	Manager Business	In Progress	<p>Youth and Inclusion Officers continues to ensure the positive development of young people in the community; coordinate consultation with young people and stakeholders, planning, developing, managing and evaluating Council's Youth services, programs and facilities to ensure they are high quality, well promoted and meet the needs of young people in our communities.</p>

2.2e: Work with businesses, planners and governments to facilitate key infrastructure projects to support economic growth

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Council Depot Redevelopment	2.2e (2)	Develop strategy and action plan for a single works depot location in Cootamundra to enable pursuit of suitable funding source.	Manager Regional Services - Cootamundra	Ongoing	<p>Regional Services staff have moved to Bradman Depot as requested.</p> <p>We have no additional funding to operate out of one depot. Depot 2 can't be sold off as it is crown land.</p>

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

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Develop maintenance schedule for key sites, and any new sites that activate	2.2h (2)	Develop a region wide maintenance schedule for Council facilities and assets	Acting Manager Regional Services - Gundagai	Ongoing	Maintenance continuing in line with adopted service levels. Maintenance programs for Gundagai Regional service assets to be undertaken once asset management plans are completed

2.3: A region that can accommodate and support strategic growth

2.3a: Pursue affordable housing opportunities in the region

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Develop planning policies to facilitate options for range of housing	2.3a (2)	Undertake housing investigate and report on housing issues in the region and identify strategies to mitigate	Interim Manager Sustainable Development	On hold (demerge)	Further action pending clarification of Demerger status.

2.3b: Provide appropriate land development to meet market demand

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Access and determine planning and development applications to foster community growth	2.3b (2)	Develop Planning Policies to Facilitate options for a range of housing	Interim Manager Sustainable Development	On hold (demerge)	Further action pending clarification of Demerger status.

3: A protected and enhanced environment

3.1: Our natural environment is valued and protected

3.1b: Undertake active weed and pest management

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Deliver increased weeds management program	3.1b (1)	Councils noxious weeds program is to be implemented in accordance with the Riverina Regional Biosecurity (Weeds) Local Land Services and maintain communication with the NSW Local Land Services Department	Manager Regional Services - Cootamundra	Ongoing	WAP funded projects and reporting is in progress. General weed control is also in progress.
	3.1b (1)	Councils noxious weeds program is to be implemented in accordance with the Riverina Regional Biosecurity (Weeds) Local Land Services and maintain communication with the NSW Local Land Services Department	Acting Manager Regional Services - Gundagai	Ongoing	2025/2025 WAP Funding application approved by (DPI) Local Land Services with deed being completed and signed.

3.1c: Ensuring new developments minimise impacts on water catchments, including downstream and groundwater sources

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Plan, construct, maintain and manage the water infrastructure network	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 Cootamundra Area	Interim Manager Engineering - Cootamundra	Ongoing	Water mains replacement program saw the renewal of Ursula St, 200m, Queen St 440m, Adams St, 560m. Chlorination Dosing Res 1 & 2 - Design & plan new automatic dosing system to increase efficiency & reduce hazards associated with manual handling & dosing. Water Mains Modelling - Update Town water modelling to assess & identify areas of improvement as well as model future acquisitions /demand. - Modelling to give theoretical expected pressure & flows, Staff to conduct period.
	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	Substantial progress has been made on the development of an Issues Paper for the Integrated Water Cycle Management study. A draft of the paper will be finalised in Q4.

3.2: We have attractive towns and villages

3.2a: Undertake place making and beautification activities at entrances to towns and villages

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Develop Place Activation Plans for villages to support Villages strategy and encourage activation of villages as opportunity arises	3.2a (2)	Seek funding to develop Place Activation Plans for villages in support of the Villages Strategy	Manager Business	In Progress	Pop-up engagement will continue in Villages to ascertain community sentiment of the Villages strategy and priorities of each community.

3.2c: Regeneration of creeks and waterways including Muttama Creek and Gundagai waterways

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Develop plan for the beautification and preservation of Muttama Creek	3.2c (1)	Seek funding to develop a plan for the beautification and preservation of Muttama Creek	Manager Regional Services - Cootamundra	In Progress	<p>\$210K funding allocated, Masterplan tender has been completed. Martens and Associates have been engaged.</p> <p>Flood modelling, community consultation has commenced, onsite analysis will commence May 12th.</p>

3.2d: Planning for rural, urban and industrial development is complementary to the region's natural environment and heritage

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Implementation and Development of Flood Studies	3.2d (5)	Develop flood studies for Stockinbingal, Wallendbeen and Muttama Villages	Interim Manager Engineering - Cootamundra	Ongoing	<p>Application for funding under the 2024-25 Floodplain Management Program Cootamundra Villages (Muttama, Stockinbingal & Wallendbeen) flood studies Grant Reference Number: 2024/FMP/0090 was unsuccessful. (22/10/24).</p> <p>Note, as part of the Illabo to Stockinbingal work package for the Inland Rail project, a flood study to identify potential flood impact and appropriate controls is being developed.</p>
	3.2d (5)	Implement Cootamundra Flood Study recommendations	Interim Manager Engineering - Cootamundra	In Progress	<p>Cootamundra flood warning system review - Design consultants engaged.</p> <p>Cootamundra Turf Club Detention Basin and McGowan Street Levee Feasibility Study - Design consultants engaged.</p>

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

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Install solar panels and Light-emitting diode (LED) lighting at all Council owned buildings	3.3a (2)	Continue standard fit out of LED lighting at all Council owned buildings at Cootamundra	Manager Regional Services - Cootamundra	Completed	Library fit out completed, still looking for further funding to continue with other Council buildings.
	3.3a (2)	Continue standard fit out of LED lighting at all Council owned buildings at Gundagai	Acting Manager Regional Services - Gundagai	Ongoing	Upgrading to LED in Council buildings currently being done as required and within budgetary allocations, within funding streams. Future upgrades and LED roll out in Council's properties and facilities will be planned after receipt of asset management plans.
Implement funded elements of the Council Waste Strategy	3.3a (3)	Construct Landfill 2nd hand shed that will cater for the recycling and sale of valued waste material which will allow for waste reduction in landfill and generate additional waste income	Manager Regional Services - Cootamundra	Completed	Completed, two sheds have been built, the tip shop is open to the public on Saturdays.
	3.3a (3)	Landfill Concrete Shredding to allow for the recycling and reuse of concrete providing additional space and added income to landfill operations	Manager Regional Services - Cootamundra	Completed	The concrete pile has been pulverised and crushed into a recyclable product. We are currently selling this product back to the community as well as using it on the internal roads at the tip.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Introduction of Food Organics and Garden Organics (FOGO) collection to Cootamundra	3.3a (4)	Introduce Food Organics and Garden Organics (FOGO) collection for Cootamundra, similar to Gundagai	Manager Regional Services - Cootamundra	Ongoing	<p>We are aware FOGO needs to be introduced by 2030. We will need to apply for a license variance through the EPA to be able to process FOGO at the Cootamundra tip.</p> <p>Grant funding will need to be obtained to purchase new green bin, household bins, community education etc.</p>

3.3b: Investigate and implement sustainable water and waste strategies as outlined in CGRC Local Strategic Planning Statement

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Support the implementation of potable water connections to existing residents in Nangus, and identify other urban release areas which can leverage off the asset	3.3b (1)	Deliver potable water connections to existing resident in Nangus	Acting Manager Engineering Gundagai	In Progress	<p>This project is currently on hold pending the outcome of the village flood study.</p> <p>The Village Flood study will provide critical information into asset location and feasibility of options for this project.</p>

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

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Closure of Wallendbeen and Stockinbingal landfills	3.4a (1)	Council monitors full contractor compliance associated with the Recycling Contract and strives to reduce waste going into landfill wherever possible.	Manager Regional Services - Cootamundra	Ongoing	Ongoing communication with Elouera, regular staff meetings to discuss waste minimisation strategies. Contract will expire on 30 June 2025. Elouera have an option to extend 5 years, meetings with Elouera to be held this week.
	3.4a (1)	Prepare business case/s for operations of transfer stations within CGRC	Acting Manager Regional Services - Gundagai	Ongoing	Information being collated for Waste services/ strategy report which will be prepared for Council.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Undertake promotional campaign to increase community sustainability awareness	3.4a (2)	Ensure domestic waste, organics and recycling collection carried out in a professional and timely manner, ensuring minimal customer dissatisfaction	Manager Regional Services - Cootamundra	Ongoing	Waste staff continue to perform the waste collection on time, professionally and within budget. We are still working on educating the residents who put the wrong items in the wrong bins.
	3.4a (2)	Ensure domestic waste, organics and recycling collection carried out in a professional and timely manner, ensuring minimal customer dissatisfaction.	Acting Manager Regional Services - Gundagai	Ongoing	Staff are collecting waste on time and in a professional manner. Information is being collated for report

3.4c: Revise asset management strategy

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Watermain Replacement and Reservoir Disinfection Projects	3.4c (1)	Deliver planned watermain replacement and reservoir disinfection projects	Acting Manager Engineering Gundagai	In Progress	Council staff and contractors are currently progressing works at the Gundagai Water Treatment Plant. The Sand Filter Media works are currently under construction. The design of the intake structure is currently underway. The water mains and sewer line replacement program tender has closed and is currently being reviewed, for a report to be submitted to Council's May Council meeting for resolution.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	3.4c (1)	Deliver planned watermain replacement and reservoir disinfection projects	Interim Manager Engineering - Cootamundra	Completed	<p>Water mains replacement program saw the renewal of:</p> <ul style="list-style-type: none"> • Ursula St, Between Cowcumbla St and Southee Circle, 200m • Queen St, Between McGowan St and Congou, 440m • Adams St, Between Crown and Parker St, 560m <p>Chlorination Dosing Res 1 & 2 - Design and plan new automatic dosing system to increase efficiency and reduce hazards to staff associated to manual handling and manual dosing.</p>

3.4d: Develop, implement and report on a Regional Sustainability Strategy

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Seek funding to engage a specialist to develop a regional sustainability strategy for Council	3.4d (1)	Seek funding to engage a specialist consultant to develop a Regional Sustainability Strategy for the region	Manager Business	In Progress	Discussions with Planning and Opportunities for Funding being researched.

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

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Develop and implement service review schedule and determine the number of reviews to conduct per Council term	4.1a (4)	Develop a service review schedule to determine the number of reviews per Council term	Manager Business	In Progress	CGRC have established a service and asset profile for CGRC, to which levels of service, performance and resourcing can be assigned. This register of services will be utilised for each individual Council, or CGRC, depending on the outcome of demerge proposal.

4.1b: Provide the community with responsive customer service

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
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	4.1b (1)	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.
Council will track the progress towards the achievement of the corporate plan objectives against measurable outcomes	4.1b (2)	Ensure all Regulatory policies and reporting are managed in a professional and timely manner	Manager Regional Services - Cootamundra	Ongoing	The relevant staff have been trained to ensure legalities, operational activities, and reporting are in line with legislative requirements.
	4.1b (2)	Implement tracking and reporting of progress against strategic plans against objectives	Manager Business	Ongoing	Continual improvement solutions implemented periodically to ensure continued quality Customer Service in line with Strategic Plan objectives. Cootamundra-Gundagai Regional Council reports quarterly on outcomes of the Delivery Program.

4.1c: Maintain a high-quality workforce that is committed to delivering on the community's and Council's vision and goals

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Provide a safe and healthy environment for staff and contractors through compliance with all Work, Health and Safety legislative requirements and minimising risk	4.1c (3)	Provide a safe and healthy environment for staff and contractors through compliance with all WH&S legislative requirements	Interim Manager Engineering - Cootamundra	Ongoing	<p>Statistics to date:</p> <p>Review of WH&S Procedures completed:</p> <ul style="list-style-type: none"> • PPE • Needles & Syringes • Infectious diseases). <p>Review of WH&S Procedures underway</p> <ul style="list-style-type: none"> • First Aid Procedure • Noise Procedure • Chain of Responsibility Policy <p>Number of Community trips/falls incidents reported & investigated -7</p> <p>Number of Workplace safety incidents reported- 37</p> <p>Number of Workplace Incidents investigated- 25</p> <p>Number of WH&S pro-active inspections completed</p> <p>Aerodrome inspection 5 every 2 weeks - ongoing</p>
	4.1c (3)	Provide a safe and healthy environment for staff and contractors through compliance with all WH&S legislative requirements	Acting Manager Engineering Gundagai	Ongoing	All Work Health and Safety legislative requirements are being met.
Develop and implement a Staff Wellbeing Program	4.1c (4)	Continue implementation of staff wellbeing program	Coordinator Human Resources	Ongoing	Working with WHS officers and the Cross Organisational working group to establish a program/policy/procedure.

4.1e: Ensure long-term financial sustainability through short, medium and long-term financial planning

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Conduct Long Term Financial Plan review and update	4.1e (1)	Conduct a Long-Term Financial Plan review and update Council's Long-Term Financial Plan accordingly	Acting Manager Finance	Ongoing	Quotes obtained for a template to assist with this process via LG Solutions and CT Management have been forwarded to the Interim GM.

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**

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Audit, Risk and Improvement Committee updates and compliance completed	4.2a (1)	Implement Audit, Risk and Improvement Committee updates and compliance requirements	Manager Business	In Progress	In accordance with the Local Government (General) Amendment (Audit, Risk and Improvement Committees) Regulation 2023 Council is strengthening its Internal Audit and Audit, Risk and Improvement Committee ('ARIC') Structure to meet the prescribed standards. The regulation is supported by a new Risk Management and Internal Audit Guidelines for Local Government in NSW. CGRC, as part of the Audit Alliance, has engaged an Independent Chair and Independent Members to our ARIC Committees.
Support Council's elected representatives in undertaking their role in the community	4.2a (2)	Undertake processes required to facilitate the Local Elections for 2024	Manager Business	Completed	Local Government Elections complete.
	4.2a (2)	Develop Councillor Induction and Professional Development Programs as legislatively required	Manager Business	In Progress	Councillors provided with induction training. Further training options will be provided throughout their term.

4.2b: Implementing, monitoring, review and reporting on Council strategic and operational plan outcomes

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Council will adhere to Integrated Planning and Reporting framework, and continue to provide regular Council reports on progress	4.2b (1)	Regional Services Cootamundra to report to Council monthly and annually on projects, maintenance, community feedback and financial information	Manager Regional Services - Cootamundra	Ongoing	Monthly reports are being submitted highlighting works completed and progress reporting.

4.2c: Deliver better online solutions to customers who engage with Council

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Migration of Council operating systems to cloud based technology	4.2c (2)	Migrate Council's operating system to cloud based technology	Manager Business	In Progress	Migration to the Cloud of Councils Operating Systems continues.

4.3: Actively engaged and supportive community**4.3b: Promoting and celebrating achievements of Council and the community**

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Develop marketing campaigns for major Council projects to highlight project benefits and outcomes for the community	4.3b (1)	Develop marketing and communication plans for major Council projects to keep community informed, highlight successes and community benefits	Manager Business	Ongoing	Council's Media Office continues to communicate milestones and benefits of major CGRC's project development. Tourism and Economic Development Officers develop and implement marketing strategies and campaigns to encourage visitation, and relocation to our region.

4.3c: Facilitate more face-to-face community engagement/pop-up activities

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
As the opportunity arises, Council will seek to facilitate face-to-face engagement activities for each of its engagement exercises	4.3c (1)	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. Regular pop-up consultation is planned for villages and main centres.

4.3d: Develop and implement a Communications Plan for Council

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Develop a communications strategy for CGRC that will guide the Council's communication with the community and other key stakeholders	4.3d (1)	Develop an overarching Council communications strategy to guide Council's communication and engagement with the community	Manager Business	Ongoing	CGRC Communications Strategy is still current and implemented. New and improved strategies are incorporated as appropriate.
	4.3d (1)	Develop an overarching Council communications strategy to guide Council's communication and engagement with the community	Manager Business	Ongoing	CGRC Communications Strategy is still current and implemented. New and improved strategies are incorporated as appropriate.

4.3e: Facilitate community consultation in line with Community Engagement Charter

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Ensure community consultation activities are designed to adhere to the Community Engagement Charter, and community engagement best practice (IAP2)	4.3e (1)	Design community consultation activities in-line with the Community Engagement Charter and community engagement best practice (IAP2)	Manager Business	Ongoing	Council focuses on transparent, authentic communication delivery to our residents and visitors via platforms detailed in our Communications and Engagement Strategy.

4.3f: Active and robust Section 355 Working Committees

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Continue to support Section 355 Committees and encourage the development of Services and facilities in our communities	4.3f (1)	Support Section 355 Committees to deliver their services to communities	Manager Business	In Progress	S.355 Guidelines updated to incorporate roles, financial responsibilities, and governance. Communication will continue with s.355 groups to implement changes. Consultation with committees has been completed.

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

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Council will ensure statutory compliance is achieved and demonstrate good governance practices	4.4a (2)	Continue to progress with Demerge proposal as per the Detailed Implementation Plan adopted by Council	General Manager	Ongoing	The Inquiry has held hearings, and we are now awaiting the recommendation. In the meantime, we are reviewing Transition Plan in preparation for an outcome.
Develop Asset Management plans which deliver Long Term financial sustainability and asset renewal	4.4a (4)	After demerge decision is finalised, develop Long-Term Asset Management Plans to deliver Long-Term Financial Sustainability and asset renewal	Acting Manager Regional Services - Gundagai	Ongoing	Regional Services, Gundagai, work with Engineering and Finance staff to contribute to Asset Management Planning.
	4.4a (4)	After demerge decision is finalised, develop Long-Term Asset Management Plans to deliver Long-Term Financial Sustainability and asset renewal	Manager Regional Services - Cootamundra	On hold (demerge)	Working with Thomas Hogg and consultants with a Asset Management Plan.
	4.4a (4)	After demerge decision is finalised, develop Long-Term Asset Management Plans to deliver Long-Term Financial Sustainability and asset renewal	Acting Manager Engineering Gundagai	In Progress	Council has adopted an Asset Management Plan. In Q3, Council has prepared a draft Asset Management Strategy, Asset Management Plans for each asset class and an Asset Management Maturity Assessment. These documents will provide guidance on how best to deliver long term financial sustainability. It is estimated that these documents will be finalised in Q4.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	4.4a (4)	After demerge decision is finalised, develop Long-Term Asset Management Plans to deliver Long-Term Financial Sustainability and asset renewal	Interim Manager Engineering - Cootamundra	In Progress	DRAFT Asset Management Plans (AMP's) have been prepared and are currently under review. The assets covered by the AMP's include Water, Sewer, Transport, Buildings, Waste and Parks. There has also been an assessment of Council's Asset Management Maturity as well as the preparation of an Asset Management Strategy that will span the next 5 years (2025 to 2030).

4.4b : By meeting all legislative requirements and operating within good governance practices and frameworks

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Implement Council's Governance and Risk Management Framework and Action Plan	4.4b (1)	Implement Council's Governance and Risk Management Framework and Action Plan	Manager Business	In Progress	As a member of the Audit Alliance, Council participated in an audit of our Enterprise Risk Management Framework. Recommendations of the Audit are being implemented including updates to CGRC documents and implementation of ERM Action Plan. Council has also participated in ERM Audit Program with our insurers and is implementing recommendations from this Audit. Council is currently implementing ERM Module through Pulse.
Implementation of Council's Corporate Business Continuity Plan including coordination of the IT Disaster Recovery Plan and Divisional Sub Plans	4.4b (2)	Continue Developing and maintain risk management and business continuity plans	Manager Business	In Progress	Contractor 'Marsh' has been engaged to develop CGRC Business Continuity Plan and is in the final stages of development. SideEffekt continues to maintain and enhance ICT Continuity Plan, Tests and Reports.
Delivery of the Integrated Planning and Reporting framework	4.4b (3)	Start preparations for the Integrated Planning and Reporting framework required for 2025	Manager Business	In Progress	Community Consultations and Planning completed. Documents to be presented to May Council Meeting.

5: Integrated and Accessible Region

5.1: Known for our good road network

5.1a: Revising the asset management plan

5.1a (1): Align Council's Assets and Civil Works Departments works programs

Action Code	Principal Activity	Action Name	Responsible Officer Position	Status	Comments
5.1a (1)	Align Council's Assets and Civil Works Departments works programs	Align Council's Assets and Civil Works Departments works programs	Acting Manager Engineering Gundagai	In Progress	Council has undertaken significant works in preparing asset management plans which assist in aligning Councils asset and Civil Works Programs.
5.1a (1)		Assist with the development and updating of Councils Asset Management Plan	Manager Regional Services - Cootamundra	Ongoing	Working with Thomas Hogg and consultants on the AMP.
5.1a (1)		Assist with the development and updating of Council's Asset Management Plan	Acting Manager Regional Services - Gundagai	Ongoing	Regional Services, Gundagai, continue to work with internal assets and finance staff to contribute to Asset Management Planning.
5.1a (1)		Assist with the development and updating of Council's Asset Management Plan	Interim Manager Engineering - Cootamundra	In Progress	DRAFT Asset Management Plans (AMP's) have been prepared and are currently under review. The assets covered by the AMP's include Water, Sewer, Transport, Buildings, Waste and Parks. There has also been an assessment of Council's Asset Management Maturity as well as the preparation of an Asset Management Strategy that will span the next 5 years (2025 to 2030).

5.1b: Prioritising access road maintenance and future development to provide safe and efficient road and pathway network

5.1b (2): Deliver annual resealing program

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.	Interim Manager Engineering - Cootamundra	Completed	<p>Reseals along various sections of re-seals have been completed along the following roads:</p> <ul style="list-style-type: none"> • Stockinbingal Rd • Kill Rush Rd • O'Donnel St • Poole St • Scott Av • Stratton Av • Sutton St • Ellwood St
5.1b (2)		Deliver the annual road resealing program as budgeted.	Acting Manager Engineering Gundagai	Completed	During the reporting period, Council has completed the annual road reseal program.

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****5.2a (1): Develop feasibility study/ masterplan for Cootamundra Aerodrome, with consideration to revenue generating opportunities, and long-term commercial activities**

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	Interim Manager Engineering - Cootamundra	Ongoing	No funding opportunities have been identified to date.

5.2b: Improve road conditions across the region, and advocate to improve access to regional cities and connection out of the region**5.2b (1): Continue implementing the fixing local roads program**

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	Interim Manager Engineering - Cootamundra	In Progress	Hovell St Pavement reconstruction. <ul style="list-style-type: none"> Stage 1 works - completed Stage 2 and 3 works - in progress with completion expected end June.
5.2b (1)		Continue to implement the approved and funded Fixing Local Roads Program	Acting Manager Engineering Gundagai	Ongoing	Heavy patching has been ongoing throughout Q3. Council has also progressed works on First Ave and at the West St and Hanley Street Intersection. These works will continue through Q4.

5.2b (2): Seek funding for upgrades to Stockinbingal and Muttama Roads

Action Code	Principal Activity	Action Name	Responsible Officer Position	Status	Comments
5.2b (2)	Seek funding for upgrades to Stockinbingal and Muttama Roads	Seek funding to deliver upgrades to Stockinbingal and Muttama Roads	Acting Manager Engineering Gundagai	Ongoing	Council continues to advocate for funding, including funds from the Block Grant.

5.2b (4): Seek funding to build a bridge over low level causeway at Muttama

Action Code	Principal Activity	Action Name	Responsible Officer Position	Status	Comments
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	Continue to seek funding for this project.

5.2c: Establish linked network of pedestrian footpaths and cycle paths through continued extension and upgrade of pedestrian and cycle paths

5.2c (2): Develop cycleway and pedestrian access plan for the region

Action Code	Principal Activity	Action Name	Responsible Officer Position	Status	Comments
5.2c (2)	Develop cycleway and pedestrian access plan for the region	Following completion of Pedestrian and Mobility Plans (PAMP) seek funding to develop cycleway and pedestrian access plan for the region.	Interim Manager Engineering - Cootamundra	Ongoing	<p>Three (3) grant applications under the NSW Active Grant Funding Program were submitted last October. To date, nil funding has been made available to CGRC under that grant funding round.</p> <p>Existing PAMP is current under review.</p> <p>Five (5) new applications will be made under the NSW Active Grant Funding Program when the program is open in October 2025.</p>

Action Code	Principal Activity	Action Name	Responsible Officer Position	Status	Comments
5.2c (2)		Following completion of Pedestrian and Mobility Plans (PAMP) seek funding to develop cycleway and pedestrian access plan for the region.	Acting Manager Engineering Gundagai	On Hold	PAMP has been completed, and two funding applications were submitted in Q2. The outcome of these funding applications will be announced in Q4.

5.2c (3): Deliver footpath extensions and safe footpath / disabled access

Action Code	Principal Activity	Action Name	Responsible Officer Position	Status	Comments
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	Interim Manager Engineering - Cootamundra	Completed	The construction of the following footpaths replacement works were completed: Phase 4 of the Local Roads and Community Infrastructure Program (LRCI R4): <ul style="list-style-type: none"> •Bourke St (Cooper to Thompson St), •Cooper St (Wallendoon to Mackay St) Council funding for: <ul style="list-style-type: none"> •Thompson St (Wallendoon to Council Carpark) Investigation / Options assessment for Morris St footpath (Cooper St to Sutton St, is currently in progress.

Action Code	Principal Activity	Action Name	Responsible Officer Position	Status	Comments
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	Council continues to advocate for additional funding, both at the State and Federal level, i.e. Get Active NSW program. Council submitted two applications through the Get Active NSW program in Q2. The results of the application will be announced in Q4.

5.2d: Seek funding to enable electric charging infrastructure

5.2d (1): Investigate funding opportunities for installation of electric car charging facilities

Action Code	Principal Activity	Action Name	Responsible Officer Position	Status	Comments
5.2d (1)	Investigate funding opportunities for installation of electric car charging facilities	Council to apply for grant funding to install 6 (six) x 7kw electronic vehicle charging stations to be installed behind the Library in Cootamundra	Manager Regional Services - Cootamundra	Completed	Completed, 4 x 11kw chargers have been installed.

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

5.3b (1): Continue to seek funding from the Roads to Recover and Fixing Local Roads grants for ongoing road projects

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	Acting Manager Engineering Gundagai	Ongoing	Works are progressing in line with the 5-year Roads to Recovery funding deed that commenced in July 2024.
5.3b (1)		Allocate funds to the Roads to Recovery annually for ongoing road maintenance and infrastructure projects as per condition report	Interim Manager Engineering - Cootamundra	Completed	Roads To Recovery (R2R) funding has been utilised for the local roads resealing program.

5.4: Functional communications technologies to improve services and facilities across the region

5.4a: Develop a digital services strategy

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

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	Ongoing	Funding being sought. Digital Services Strategy will be developed once funding successful.

8.2.2 THE ARTS CENTRE COOTAMUNDRA S.355 COMMITTEE MEETING MINUTES

DOCUMENT NUMBER	436767
REPORTING OFFICER	Anne Chamberlain, Governance Officer
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 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	<ol style="list-style-type: none"> 1. TACC Minutes - 16 January 2025 ↓ 2. TACC Minutes - 20 February 2025 ↓ 3. TACC Minutes - 17 April 2025 ↓

RECOMMENDATION

The Minutes of The Arts Centre Cootamundra s.355 Committee Meeting held 16 January 2025, 20 February 2025 and 17 April 2025, attached to the report, be received and noted.

Introduction

The attached Minutes of The Arts Centre Cootamundra s.355 Committee meeting held on 16 January 2025, 20 February 2025 and 17 April 2025, are submitted for the information of Council and the community.

No meeting was held in March due to not meeting quorum.

The Secretary of the Arts Centre will ensure in the future that all minutes are forwarded promptly to Council after their meetings are held.

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

Report purpose does not conflict with guidelines.

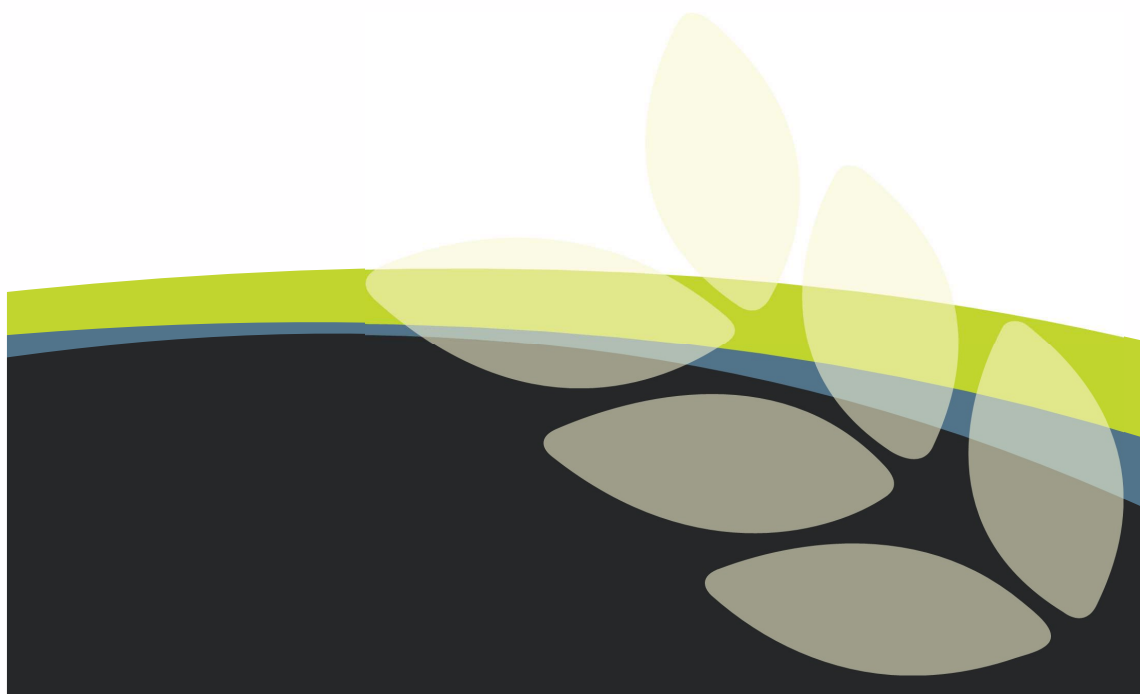


Minutes

THE ARTS CENTRE COOTAMUNDRA SECTION 355 COMMITTEE

THE ARTS CENTRE COOTAMUNDRA, 18 WALLEDOON STREET

THURSDAY 16 JANUARY 2025



Agenda

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1 AGENDA ITEMS

Sign on in the Volunteer Attendance Register

1.1 Attendance and Confirmation of Quorum

Attendance: President/Chairperson: Natalie Cowled

Vice Chairperson: Julie Cowell

Secretary: Eric Steinke

Treasurer: Rosie Fowler-Sullivan

Council Representative: Logan Collins

General Members: Hannah Northey, Mackenzie Bird, Lynn Cameron, Denise Price, Rachael McGrath, Isabel Scott

Confirmation of a Quorum: There are **[10]** Members appointed to this Committee.
Quorum numbers are met yes/no

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. See Section 355 Committee Manual to identify if quorum numbers are met.

We acknowledge the Traditional Custodians of the land on which we live, work, and create. We pay respects to Elder's past, present and emerging.

1.2 Apologies

Hannah Northey, Julie Cowell, Logan Collins

1.3 Disclosure of Interests

None disclosed.

1.4 Confirmation of previous meeting Minutes

The minutes of the last The Arts Centre Cootamundra Section 355 Committee meeting dated 21 November 2024 to be confirmed as true and correct. (Appendix A). moved Natalie Cowled; seconded Rosie Sullivan fowler

1.5 Correspondence in/out

- Madlin Snell from the Risk WHS Office has informed the Committee that Council engineers have inspected the footpath outside the building entrance have included the area from Hovell Lane to end of the building near the car park driveway as the first stage replacement, this will be completed in this financial year

1.6 WHS

Dimmer switch in bio box is defective, the light still turns on but the dimmer doesn't have any effect on the brightness,
kiln shed in process of deconstruction
heavy deluge caused flooding in the walkway towards the toilet block

1.7 ReportsFinancial Report

- Profit & Loss and Balance sheet are attached (Appendix B).

1.7.2 Report for Visual Arts

- Ongoing fibre and visual arts nights running on Wednesday evenings.

1.7.3 Report from Performing Arts

- Isabel standing down as performing arts coordinator due to family commitments, Mackenzie has offered to take on the role, pending Committee approval

1.7.4 Report for Administration & Movies

Admin report

- Bookings for 2025
 - Still working on Man from Snowy River for Aus day public holiday (27 Jan)- not looking good. Geoff Burrows now holds the rights for 1 & II and is basically uncontactable. Fingers crossed
 - 16 Jan - Surething Agency Felicity Urquhart and Josh Cunningham - will need bar staff, TACC liaison for entry - Sarah Hughes will do the bar
 - ? 22 Feb - Robert's girls concert - hire - will need entry person TBC
 - 1 March Surething Agency - Christian country singer - need bar staff and tech/entry person
 - 15 March - Banjo - Hopefully will have Coota High Strings for pre-show entertainment. Will have CHS P&C catering all tickets \$40. Bar staff, ushers and set up person required
 - 27 March - Ash Grunwald (Thursday) - set up/entry person (although I could do that after work) + Maree Twomey on the bar
 - 29 March - ALLY Latin drumming group - details tbc - bar staff, possible tech
- I wrote to Steven Lowe to thank CGRC for the ramp so far. He's thinking that the scull will probably be a fixture in the visual arts room - will be difficult to move.
- Escape doors from the theatre will be fixed asap. Emailed about the visual arts door to the carpark sticking. Very sticky. It appears to be better now - not sure if that was natural or fixed!
- Had a meeting with Amanda-Lee and Emilee on Wed 11 Dec 1pm in the office. They understand the idea behind the late payment fee - as of the invoice for January (Will be made on 31 Jan). I actually did not know what the fee is (percentage or set) and we have yet to set that up. They are planning again to have this year's invoices paid before 31 December and Emilee has paid over three months owing in the last week. As a parent, I also suggested that their term fees are requested at the beginning of the term with a lesser cost for paid by the first month, to encourage all to pay and not be chasing fees. All happy. Fees have not been paid yet for 2024. Hannah, can you please have a wee get together with Rosie and I to set up the overdue fees? Any TACC hours good for you, or an after-hours meeting for 20 mins?
- Please have a look at and or edit the community chest document. (appendix C)
- You all received the new price list for July 2025 - discuss?
- Hand towel dispensers not bought yet...I haven't been anywhere to buy them!! Will try Sydney
- Sparkling Streets Party 19 Dec - stall with EFT, cash, ticket, gift voucher sales + poets roving with Banjo posters on boards. Cancelled due to Covid.

1.7.5 Marketing/comms report

TACC Comms Report

TACC Comms Report – as at 16 Jan 2025

TACC Facebook

Followers = 1,542 (up by 24 since Oct 2024 meeting)

In the last 28 days

- The post with the largest reach – “Paddington in Peru” – 3.4K
- The post with the most likes – “TACC had visitors today” (Julie took a photo of Eliza and 2 friends who had been cleaning out the DWME costumes and dressed up in the lion, hippo and giraffe costumes – Images with Coota people always get a good response!) – 30 likes.

TACC Instagram

Followers = 466 (up by 4 since Oct 2024 meeting)

In the last 28 days

- The post with the largest reach – “Paddington in Peru” – 52
- The post with the most likes - “Paddington in Peru” and “Moana 2” – 4 likes

TACC Mailchimp

Total email subscribers = 617 (down by 8 from October meeting)

Promotional Activities – Movies

We have a series of 4 Musicals with a Season Ticket. This has been promoted since Dec. A total of 6 Season Tickets have sold already. Hopefully more will sell as we get closer to the first musical. The start of the 2nd screening is the cut off for the season ticket. We also have 6 people who have bought tickets for just the first musical “Girl from the North Country”.

Less movies in Feb due to bookings in the TST.

Promotional Activities – Events and other items.

We have a couple of external bookings – Ash Grunwald, and Felicity Urquhart with James Cunningham. They are doing a lot of their own promo, but I have included them in mailchimps and on FB. We have more bookings but I am still waiting for details, images etc.

BANJO is coming up in May. There will be a flyer drop at the end of this month, I will then start pushing it more on FB, mailchimp, etc. It would be great if we could fill the house for this one, if you know anyone who may be interested, please pass on the details. We have already sold 2 tickets and that is with not much promotion. Fingers crossed.

The next big activity is Nat’s Fibre Fest 2025. I have started working on the save the date images for FB and Insta, and have added basic info to the website including photos from last year. The next thing we will push is the Reduce, Reuse, Recycle Fibre Challenge so we give interested people enough time to create their entries!

Also coming up we have Hannah's Mother's Day Market in April and Alison Patterson's Annual Concert on the 28th of June (Details for both TBC).

Promotional Activities – Mailchimp

After discussion with Nat, I will change the way I do Mailchimps. I used to have 2 emails – one for movies and one for activities, but I combined them when activities dropped off around COVID and haven't split them again since. I will now do a weekly movie email and then ad hoc event / activity emails. For instance, I will have a mailchimp dedicated to BANJO,

another one dedicated to the visiting performers, another dedicated to Fibre Challenge, etc.

If you have any thoughts / ideas on this, please let me know.

Promotional Activities – General

With the end of 2024 I have had to remove the "Celebrating 20 years in 2024" statement that I had popped up in lots of places. There is now a new image on the homepage of the website, mailchimp header and facebook header. It has been removed from the movie flyer and the advertising templates. Let me know if you see it accidentally pop up anywhere else.

I have also reduced the number of logos at the bottom of the mailchimps – we now only have TACC, CGRC and ERA. I am still to sort out the logos on the Partners page of the website and I'm still to set up a Friendship Group page. They are both on the to do list.

Any other thoughts, comments or suggestions please let me know.

(Reports moved: Rosie Sullivan seconded: Mackenzie Bird)

1.8 Business Arising from previous Minutes

- Subcommittee formed to discuss website, style guide, marketing & social media – On Hold
 - Action: Natalie to contact ERA to follow up on offers of support in regards to marketing and style guide in reference to audience builder's grant.
- Grants
 - Subcommittee formed to discuss website, style guide, marketing & social media
 - Natalie no response to email to Narelle at ERA. Natalie to chase up.
 - Compliance, Infrastructure and Grants subcommittee met. Next steps:
 - Comprehensive plan from a draftsman, designer, architect in relation to building repair/maintenance needed before any grants are applied for.

COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

- Priority to make centre accessible
- Two or three quotes to go to counsel regarding establishing a wall for Baptist Care storage.
- Studio will be for hire.
- Removing the evaporative coolers - \$500 - \$600 each. Possible that the contractor can install a reverse cycle air conditioner and remove the evaporative coolers at the same time.
- Developing terms and conditions as well as positioning signage on cyclorama and curtain usage and maintenance (Eric).

- Facebook Group for Volunteer Members (Rachael) – WIP
- Regular exhibitions – It was suggested that Sara from Blackbird Photography may have an interest as a volunteer member to help with running regular exhibitions.
- Mother's Day Market a date to be set in April; plus, potential for kids workshops to make gifts (Hannah)
- Fibre Fest 2025 (Natalie) – Natalie to speak to Lucy about creating Save The Date posts.
- Sarah from Black bird photography has agreed in principle to curate 2 exhibitions at the centre
- New trees outside the carpark, requires a request to council
- Isabel to claim the pizza oven (reminder)
- Awnings in the carpark remaining grape vines to be removed, potential to repurpose corrugated tin from kiln shed
- kiln has been removed on Saturday 21 Dec, in process of dismantling the remainder of the kiln shed

- Future Planning
 - 1 year plan: compliance (sliding doors, bio box, fireproofing, ~~electrical~~, egress, etc. as per report), roller door in kitchen, ~~clean up~~, paint, foyer lighting

- Items on hold
 - Photos of various layouts for website (Nat) – For 2024
 - Refresh/painting – after building/compliance changes.
 - 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
 - Registered volunteer organisation for pensioners (revisit august meeting 2025)
 - Dance with Miss Em space issues. (awaiting written correspondence from DWME)
 - Centre manager position: currently receiving expressions of interest.
 - possibly showing movies more times during school holidays or maybe a Saturday evening session, with notice. Julie and Lucy to work on this for next school holidays.

1.9 New/General Business

- Members Facebook group, Nat Lucy and Rachel to have a meeting to determine best path forward for social media for members
- Car park trees: Denise to put in an application for 2- 3 trees to council to provide shade the carpark area.
- Kiln shed/ grape vine working bee, committee to set aside a date in march to gather volunteers to dismantle the remainder of the kiln shed and to pull down dead grape vines out in the carpark area.
- Community chest: Natalie to alter the proposed terms and conditions for the next meeting for further discussion
- Late fee implementation: can Rosie, Nat and Hannah have a meeting to set out the structure for the late fee payments
- Proposal to hire an architect to begin the grant ball rolling as our volunteer draftsmen have yet to get back to us.

1.10 Date and Time of Next Meeting

20th Feb 2025 at 5:15pm

1.11 Time Meeting Closed

Meeting closed 6:41pm

Sign Off in the Volunteer Attendance Register



Minutes

THE ARTS CENTRE COOTAMUNDRA SECTION 355 COMMITTEE

THE ARTS CENTRE COOTAMUNDRA, 18 WALLENDON STREET

THURSDAY 20 FEBRUARY 2025



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1 AGENDA ITEMS

Sign on in the Volunteer Attendance Register

1.1 Attendance and Confirmation of Quorum

Attendance: President/Chairperson: Natalie Cowled

Vice Chairperson: Julie Cowell

Secretary: Eric Steinke

Treasurer: Rosie Fowler-Sullivan

Council Representative: Logan Collins

General Members: Hannah Northey, Mackenzie Bird, Lynn Cameron, Denise Price, Rachael Magrath, Isabel Scott

Confirmation of a Quorum: There are **[10]** Members appointed to this Committee.
Quorum numbers are met yes/no

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. See Section 355 Committee Manual to identify if quorum numbers are met.

We acknowledge the Traditional Custodians of the land on which we live, work, and create. We pay respects to Elder's past, present and emerging.

1.2 Apologies

Logan Collins

1.3 Disclosure of Interests

None disclosed.

1.4 Confirmation of previous meeting Minutes

The minutes of the last The Arts Centre Cootamundra Section 355 Committee meeting dated 16 January 2025 to be confirmed as true and correct. (Appendix A). moved Rosie fowler-Sullivan; seconded Natalie Cowled

1.5 Correspondence in/out

- Soroptimist have proposed that TAC host a special screening of an inspiring film that highlights the achievements, resilience, and contributions of women for International Women's Day on the 21st of March
- Anne chamberlain from council has requested the hire fee structure from TAC, she has also sent through the hire fee structure for the other facilities in the CGRC area. (appendix C)

1.6 WHS

- First kit in the red shed,

- Testing whether the duress button works

1.7 ReportsFinancial Report

- Profit & Loss and Balance sheet are attached (Appendix B).

1.7.2 Report for Visual Arts

- Ongoing fibre and visual arts nights running on Wednesday evenings.

1.7.3 Report from Performing Arts

Attempting to gain momentum in the dramatic arts potentially looking at beginning a new friendship group, day to be decide.

1.7.4 Report for Administration & Movies

- Good news, Stuart Moorby is minding the facilities (kind of what Neville was doing). He called in Thurs 23 Jan with more toilet paper and paper towel rolls (as he noted that council is not buying them anymore and they had some sitting around, but that we have roll dispensers in the brick block) He also said that when we run out of the rolls, he will provide loose leaf towel dispensers for the brick toilets and for the disabled toilet. I'm so glad that I did not have time to buy any from Officeworks!! We will probably have to buy two for the dressing rooms and that is all - yay. I went to Officeworks Wagga with no luck in buying two for the dressing rooms. A WIP!
- I wrote a thank you to council for the consumable and for trimming the walnut tree at the red shed door - it looks great.
- Council letter arrived from Stuart Moorby that trees on Sutton Street will be priorities in the winter planting
- Tracking down centre plans that were given to committee members who were interested in helping with the plans. Melyani does not have them and I have not heard back from Anette Haines.
- Have two quotes now for the wall in studio 2 - awaiting another, but Mardo's might be good (& half the price of the other - \$2500 painted)
- Wed 22 Jan Banjo flyer hand out was very successful with big thanks to Lindsey & Andy, Eliza and Zoe Parsons (Eliza's friend) and Sarah Hughes (perhaps Jinwon Park too, but I'm not sure). Big thanks Remy was happy. Sarah Hughes and her son also distributed the Ash Grunwald material the following week with great appreciation.
- Rosie, Hannah and I set up Xero with a late payment fee of \$20 per month for overdue invoices - mostly this will apply to DWME, but it is noted on every invoice so we can process if necessary for others. It will be an administration cost with no GST on it.
- Narelle Vogel to attend the next committee meeting to talk marketing - Remy will join by Zoom at 5:30pm.
- Emailed Linda Wiles about the position at TACC for her input. Thurs 23 Jan - no reply yet
- It's Secure will provide for us a new reset key for the under-desk duress button. I have spoken to the monitoring company and It's Secure about testing the buttons regularly and will do it whenever the centre fire system is tested (bi-monthly) <Not done yet>
- Stockinbingal Newsletter is facing increasing publishing costs and trying to work out how to go forward. Presently we give them \$50 per half a year (\$100 a year) to advertise every month on the back page. Does anyone have any thoughts - could we offer to pay more for our ads? \$20/month?
- Steve Cross checked and repaired (didn't have to do much?) bar fridge with glass door, white fridge in the bar area with freezer, and finally, the a/c in the meeting room. Thank you, Steve Cross and Jeff Price, for getting on that.
- Do we need to call the electrician about fixing the dimmer switch in the theatre for house lights? (I noted it in the minutes from last meeting)

- I spoke to Riley at Alison Music Wagga and the new subwoofer for the theatre sound system has been ordered with Yamaha (we needed a particular one and it was out of stock). He thinks it should come in soon. (I may forget again what that is up to, but Riley assured me they will call when it comes in - we will probably have to hire Michael vanBaast to install it when the time comes - he has offered)
- The street banner is with Nxt Signs and will be ready to go up on Parker Street next week. Council has been reminded and they did not put the beach volleyball one up as it was damaged - so there is no taking down date
- Lucy mentioned that Alison's concert was in June this year - it has been changed to November 22. Which is closer to normal. Alison is having her 70th(?) birthday party here on 12 April.
- March is super busy with 1st - Colin Buchannan (apparently a local band as support?) (hire) - Mackenzie on Bar, Eric/Julie here to bump in
 - 15th - BANJO - including the High school strings group and the high school P&C catering - We do need a bar person, a door ticket seller and an usher for the theatre please (tickets have set seats). Eric & I will be here
 - 27th - Ash Grunwald (hire) Bar - Maree, Plus Eric/Julie
 - 29th - ALLY - (hire) - bar, door/usher
 - April 7th? My Black Dog movie for schools and an evening screening with Fling (Gaby Rose) TBC (hire)
 - May 17th - Classical Guitar duo (hire) TBC
 - May 30 - Fibre fest - like we could forget!!
- I will be asking for committee members to put a hand up for attending and officiating one each of these. If Eric and I end up being the TACC members left standing, we will charge out at our normal rate to be here.

I will be away in April for 18 (Good Friday) - Sun 27 April.

Kids movies did very well over Dec/ Jan

Sun 15 Dec	Wicked	20	22	14	3	\$740.00
Wed 18	Wicked (Universal)	3	18	6	8	\$345.00
Sun 22	Wicked	21	7	14	1	\$560.00
Fri 27 Dec	Moana 2 (Disney)	17	6	29	1	\$652.00
Sun 29 Dec	Moana 2	33	2	44	1	\$1,045.00

Date	Movie name	adults	seniors	children	comp & n/c	total income (inc gst)
Wed 1 Jan	Moana 2	5	3	13	2	\$257.00
Sun 5	Paddington in Peru (Studiocanal)	10	8	18	1	\$452.00
Wed 8	Paddington in Peru	23	10	50	1	\$1,025.00
Sun 12	Piece by Piece (Universal)	0	1	6	0	\$79.00
Wed 15	Piece by Piece	1	1	36	4	\$424.00
Sun 19	Your Monster? (Rialto)	0	0	0	0	\$0.00
Wed 22	Your Monster	0	0	0	0	\$0.00
Sun 26	Mufasa (Disney)	7	6	12	2	\$237.00
Wed 29	Mufasa	23	21	60	10	\$1,278.00

Total takings for Dec (gst inclusive) = \$3342 (plus Wicked CPS screenings \$1300) = \$4642

Total takings for Jan (gst inclusive) = \$3752

Ex Gst total for two months = \$7,631 (about one third of usual yearly movie takings)

1.7.5 Marketing/comms report**TACC Comms Report – as at 19 Feb 2025****TACC Facebook**

Followers = 1,555 (up by 8 since Jan 2025 meeting)

In the last 28 days

- The post with the largest reach – “Mufasa starting this weekend” 2.6K reach, closely followed by “BANJO” 2.3K reach.
- The post with the most likes – “Mufasa starting this weekend” 12 likes, closely followed by “Bridget Jones starting soon” 11 likes.

TACC Instagram

Followers = 470 (up by 4 since Jan 2025 meeting)

In the last 28 days

- The post with the largest reach – “Fibre Fest Save the Date” – 49
- The post with the most likes - “Banjo” and “Fibre Fest” – 4 likes

TACC Mailchimp

Total email subscribers = 613 (down by 4 from Jan meeting)

*** Do any committee members need to be added to the mailing list?

Promotional Activities

- Movies: business as usual.

- External Bookings: Felicity Urquhart and James Cunningham (last weekend), Colin Buchanan (1 March), Ash Grunwald (27 March), ALLY (29 March). They are all doing their own promo materials. I have added to website, mailchimp, FB/Insta and poster boards.

- TACC Event - Fibre Fest 2025 (31 May): Save the date has gone out on social media and the info is on the website. Posters, flyers, mailchimps, banner to come. - Joint TACC / ERA Event: BANJO (15 March). Web, mailchimp, FB/Insta, poster boards PLUS flyer drop in Jan. I have just created an info flyer and will distribute via direct email to local schools, dance groups, poetry group, etc, plus many more FB/Insta posts and a couple of mailchimps to come.

*** PLEASE take a couple of copies of the BANJO flyer and give them to friends or display in your workplace.

*** PLEASE navigate to TACC on Facebook and Instagram and LIKE the posts. SHARE if you are comfortable doing that.

Also coming up we have Hannah’s Mother’s Day Market in April and Alison Patterson’s Annual Concert in November (Details for both TBC).

On the To Do List

Update website with supporter info and friendship group info. Will create new materials for friendship groups (create your own) and room hire. Currently focused on the events above.

Any other thoughts, comments or suggestions please let me know.

(Reports moved Hannah Northey; seconded: Denise Price)

1.8 Business Arising from previous Minutes

- Subcommittee formed to discuss website, style guide, marketing & social media – On Hold
 - Action: Natalie to contact ERA to follow up on offers of support in regards to marketing and style guide in reference to audience builder's grant.
 - Grants
 - Subcommittee formed to discuss website, style guide, marketing & social media
 - Natalie no response to email to Narelle at ERA. Natalie to chase up.
 - Compliance, Infrastructure and Grants subcommittee met. Next steps:
 - Comprehensive plan from a draftsman, designer, architect in relation to building repair/maintenance needed before any grants are applied for.
- COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL
- Priority to make centre accessible
 - Two or three quotes to go to counsel regarding establishing a wall for Baptist Care storage.
 - Studio will be for hire.
 - Removing the evaporative coolers - \$500 - \$600 each. Possible that the contractor can install a reverse cycle air conditioner and remove the evaporative coolers at the same time.
 - Facebook Group for Volunteer Members; Nat Lucy and Rachel to have a meeting to determine best path forward for social media for members
 - Regular exhibitions – It was suggested that Sara from Blackbird Photography may have an interest as a volunteer member to help with running regular exhibitions.
 - Mother's Day Market a date to be set in April; plus, potential for kids workshops to make gifts (Hannah)
 - Fibre Fest 2025 (Natalie) – Natalie to speak to Lucy about creating Save The Date posts.
 - Sarah from Black bird photography has agreed in principle to curate 2 exhibitions at the centre
 - Awnings in the carpark remaining grape vines to be removed, potential to repurpose corrugated tin from kiln shed, Kiln shed/ grape vine working bee, committee to set aside a date in march to gather volunteers to dismantle the remainder of the kiln shed and to pull down dead grape vines out in the carpark area.
 - Community chest: Natalie to alter the proposed terms and conditions for the next meeting for further discussion
 - Future Planning
 - 1 year plan: compliance (sliding doors, bio box, fireproofing, ~~electrical~~, egress, etc. as per report), roller door in kitchen, ~~clean-up~~, paint, foyer lighting
 - Proposal to hire an architect to begin the grant ball rolling as our volunteer draftsmen have yet to get back to us.
 - Items on hold
 - Photos of various layouts for website (Nat) – For 2024
 - Refresh/painting – after building/compliance changes.
 - 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

- Registered volunteer organisation for pensioners (revisit august meeting 2025)
- Dance with Miss Em space issues. (awaiting written correspondence from DWME)
- Centre manager position: currently receiving expressions of interest.
- Possibility of showing movies more times during school holidays or maybe a Saturday evening session, with notice. Julie and Lucy to work on this for next school holidays.

1.9 New/General Business

- Narelle Vogel attended the meeting to discuss her insights into marketing and patron attendance, she put forth a report to give context to her understanding of the centre and our patronage. A report with her recommendations on future efforts is coming.
- Committee has accepted quote from Brendon Martin to erect a dividing wall in studio 3
- Mother's Day markets, dates to be determined, potentially 6th of April
- photography exhibition, conferring with Sarah from black bird photography and Scott from Kranky Kaktus on how the event may work
- Carpark awning clean up, date pencilled in as 4th and 5th of April.
- Centre plans, tracked down to Annette Haize who returned them to Amanda Lee still at large for the time being
- The committee thanks Mackenzie for purchasing and donating an ice-cream refrigerator for the kiosk to utilise.

1.10 Date and Time of Next Meeting

20th Mar 2025 at 5:15pm

1.11 Time Meeting Closed

Meeting closed 7:30pm

Sign Off in the Volunteer Attendance Register

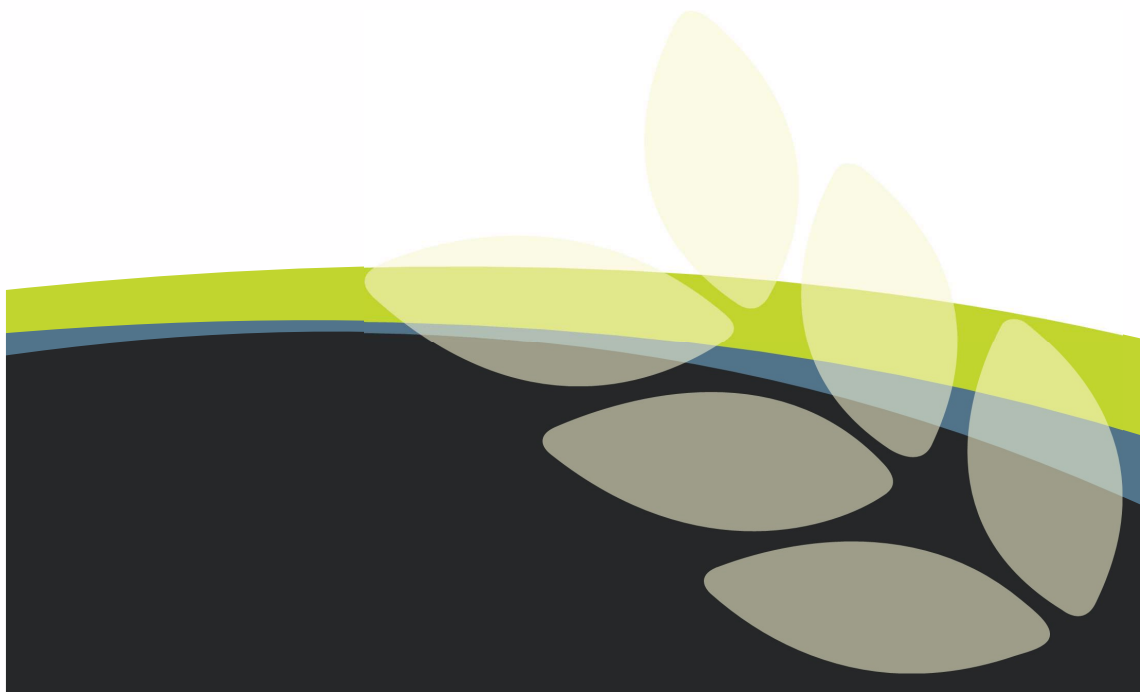


Minutes

THE ARTS CENTRE COOTAMUNDRA SECTION 355 COMMITTEE

THE ARTS CENTRE COOTAMUNDRA, 18 WALLENDON STREET

THURSDAY 17 APRIL 2025



Agenda

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Sign on in the Volunteer Attendance Register

1.1 Attendance and Confirmation of Quorum

Attendance: President/Chairperson:

Vice Chairperson: Julie Cowell

Secretary: Eric Steinke

Treasurer: Rosie Fowler-Sullivan

Council Representative:

General Members:, Mackenzie Bird, Lynn Cameron, Denise Price, Isabel Scott

Confirmation of a Quorum:

There are **[10]** 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. See Section 355 Committee Manual to identify if quorum numbers are met.

We acknowledge the Traditional Custodians of the land on which we live, work, and create. We pay respects to Elder's past, present and emerging.

1.2 Apologies

Lucy Main, Natalie Cowled, Logan Collins

1.3 Disclosure of Interests

None disclosed.

1.4 Confirmation of previous meeting Minutes

The minutes of the last The Arts Centre Cootamundra Section 355 Committee meeting dated 20 February 2025 to be confirmed as true and correct. (Appendix A). moved Denise Price; seconded Julie Cowel

1.5 Correspondence in/out

- Kaylene Kreuzer has inquired about hiring a space to run a paint workshop/party in the school holidays; awaiting confirmation on booking
- Council has sent an invitation for us to participate as part of a focus group for the Draft disability inclusion action plan. the event is on the 30th of April 3pm-5pm
- the new subwoofer has arrived in Wagga, MVB is picking it up for us and we will arrange a time for installation.
- For the committee's info, museums and galleries of NSW has an updated blurb of the centre.

1.6 WHS

1.7 ReportsFinancial Report

- Profit & Loss and Balance sheet are attached (Appendix B).

1.7.2 Report for Administration & Movies

- Leigh Barker would like to play at TACC on 16 November - the date is available. He is an ex-local who lives in Europe now. Has played at TACC many times and Isabel is keen for him to return. I offered the room at hire rates; he suggested a door split. Can the committee please decide if that will be OK?
- Still awaiting Mardo's Carpentry to build the wall in studio 2. Rowena from Baptistcare is going to take everything out of the small room for the building works, then they will move anything they need for social group into the newly lockable small room (studio 2B?) - leaving studio 2 to be hired out.
- Mark Brooker of Young Conservatorium of Music has resigned and will not be coming here for music lessons or for choir as of the end of this term (Wed 9 April). The choir will continue with Mackenzie taking the helm until another choirmaster can be found.
- Ash Grunwald was a big success, unfortunately we were unprepared for the alcohol drinkers attending and ran out of alcohol (except Hahn premium light beer). That was a big shame but Maree on the bar took over \$900 that night so we did very well! I have not re-filled the bar yet as we do not have any events with alcohol booked in until July (Darren Coggan plays John Denver).
- Alison Patterson has her 70th birthday party at TACC Saturday 12 April. They will be setting up the exhibition room on Thursday 10 and bumping out Sunday 13. They are hiring the venue
- A MASSIVE couple of days tidying and gardening. Thank you to Eric and Mackenzie for pulling down the rest of the corrugated iron from the space formerly known as the kiln shed on Friday. Eric assures me that the rest of the building can come down with help and screwdrivers/pliers/wrenches. I have called Steven Cross to ask about removing the smoke alarm from that structure.
- Mackenzie and Justine and Eric and I started on the vine removal from the side of the studios on Friday 4 April, without much success. Lucky for us all, Lina Franklin and Mo came to help and ended up doing the lion's share over about six hours that afternoon/evening. The mesh is behind the door to the tin shed laneway (next to the toilets). Mackenzie brought his big trailer in on Saturday and he, Eric, Justine and I loaded it up and removed the vines from the rehearsal space that day.
- We will need to have a plan drawn up for some sort of shade for summer for the studios. It is possible that the corrugated iron from the kiln shed may be able to be attached onto the veranda of the rehearsal space to give shade and rain coverage to that building. The studios might need window awnings, or a replacement awning along the entire length. All input is most appreciated!!
- We then also need to draw up what could happen between the toilets and the theatre foyer/ studio 7/ old pottery studio. Drainage needs to be assessed before anything else. Perhaps a professional or two?
- I will be on holiday from Friday 18 - Sun 27 April. I have asked Rachael to be in the office Wed 23 Apr 1-4pm, and for Eric to stand in for me on Tues & Thurs. Is this OK with everyone - or would any volunteers like to offer to be here on any of those days?
- Movie reports March - I added movie hire cost here for a closer to real income. Don't forget it takes 12 hours a month for me (at \$415.8) for booking, reporting, one hour per movie for Eric (10 x \$31 = \$310) and approx 8 hours per month for Lucy advertising movies (8 x \$42 = \$336) On top of the movie hire. Total costs outside of electricity and equipment this month = \$3420.57, leaving us \$409.57 in the red.

Date	Movie	Adults	Conc	Child	N/C	Income	Cost
Sat 2 Mar	Love Never Dies (CinemaLive)	13	5			\$425.00	

COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

Wed 5	Love Never Dies	8	3			\$340.00	\$682.51
Thurs 5 Mar	Bridget Jones Mad about the boy	19	5	1	0	\$361.00	
Sun 10	Bridget Jones Mad about the boy (Universal)	29	22	1	2	\$732.00	
Wed 12	Bridget Jones 4	1	14	0	1	\$197.00	\$645.01
Sun 16	Captain America Brave New World (Disney)	3	0	1	1	\$56.00	
Wed 19	Cap America BNW	0	15	0	8	\$195.00	\$247.50
Fri 21 Mar	Widow Cliquot (Roadshow)	54	0	0	0	\$330.00	\$330.00
Sun 23	William Tell (Rialto)	3	0	0	0	\$45.00	
Wed 26	William Tell (Rialto)	1	3	0	0	\$54.00	\$330.00
Sun 30 Mar	A Complete Unknown (Disney)	8	12	0	0	\$276.00	\$123.75
		139	79	3	12	\$3,011.00	\$2,358.77

(Reports moved Isabel Scott; seconded: Rosie Fowler-Sullivan)

1.8 Business Arising from previous Minutes

- Subcommittee formed to discuss website, style guide, marketing & social media – On Hold
- Subcommittee formed to discuss website, style guide, marketing & social media
- Compliance, Infrastructure and Grants subcommittee met. Next steps:
 - Comprehensive plan from a draftsman, designer, architect in relation to building repair/maintenance needed before any grants are applied for.

COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

- Priority to make centre accessible
- Studio will be for hire.
- Removing the evaporative coolers - \$500 - \$600 each. Possible that the contractor can install a reverse cycle air conditioner and remove the evaporative coolers at the same time.
- Facebook Group for Volunteer Members; Nat Lucy and Rachel to have a meeting to determine best path forward for social media for members
- Mother's Day Market, window missed, proposal to postpone to Christmas markets or some such alternative date (Hannah)

- Community chest: Natalie to alter the proposed terms and conditions for the next meeting for further discussion
- Future Planning
 - 1 year plan: compliance (sliding doors, bio box, fireproofing, ~~electrical~~, egress, etc. as per report), roller door in kitchen, ~~clean up~~, paint, foyer lighting
- Proposal to hire an architect to begin the grant ball rolling as our volunteer draftsmen have yet to get back to us.
- Items on hold
 - Photos of various layouts for website (Nat) – For 2024
 - Refresh/painting – after building/compliance changes.
 - 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
 - Registered volunteer organisation for pensioners (revisit august meeting 2025)
 - Dance with Miss Em space issues. (awaiting written correspondence from DWME)
 - Centre manager position: still wanting
 - possibly showing movies more times during school holidays or maybe a Saturday evening session, with notice. Julie and Lucy to work on this for next school holidays.

1.9 New/General Business

- Leigh Barker performance: requested a booking for a performance late November, in lieu of a hire fee has proposed a 50/50 door split. The committee has acknowledged that it is happy to move ahead with this proposal.
- Studio 3 partition is still on hold, awaiting correspondence from Brendan on best time of delivery. postponed until after easter.
- Replacing evaporative air conditioners: proposed that we save on money and labour by leaving the evaporative air cons in place and simply installing new reverse cycles.
- Potential bar upgrade: received plan and quote for a new bar area/kitchen area. A dedicated bar in the same location as the current one, approximate cost \$26,000. Julie has the plans for viewing
- Kiln shed pull down: tin has been removed and is store out back in the red shed, set aside to go up as shading on the awning. frame is still there, requires an expert to disengage the smoke alarm before it can come down completely.
- Awning has been cleared of grapevines; space is now open to install new shade for the side wall. Proposed potential awnings just for the windows or retractable shades to cover a similar area as the gazebo just removed. Inputs are welcome.
- Big thankyou to our wonderful volunteers Moe and Mirra for the considerable effort that put in removing the vines, and to Julie and Mackenzie for removing the refuse.

1.10 Date and Time of Next Meeting

15th May 2025 at 5:15pm

1.11 Time Meeting Closed

Meeting closed
6:05PM

8.2.3 MUTTAMA HALL MANAGEMENT S.355 COMMITTEE MEETING MINUTES

DOCUMENT NUMBER	436476
REPORTING OFFICER	Anne Chamberlain, Governance Officer
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 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. MHMC Minutes - 16 April 2025 ↓

RECOMMENDATION

The Minutes of the Muttama Hall Management s.355 Committee Ordinary Meetings held, 16 April 2025, attached to the report, be received and noted.

Introduction

The attached Minutes of the Muttama Hall Management s.355 Committee Ordinary Meetings held, 16 April 2025, attached to the report, are 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.



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Minutes

MUTTAMA HALL MANAGEMENT COMMITTEE SECTION 355 COMMITTEE

MUTTAMA HALL

6.30 PM WEDNESDAY, 16TH APRIL, 2025.

1 MINUTES

1.1 Attendance and Confirmation of Quorum

Present: President/Chairperson: Robert Flint.

Secretary: Cathy Last

Treasurer: Lien Puddicombe

Councillor: Abb McAlister.

General Members: Eliza Butt, Hilary Connors, Emily Flint, Trevor Glover, Anne Last, Sarah Ingold, Kate Last, Sam Puddicombe.

Cootamundra-Gundagai Regional Council representatives:

Confirmation of a Quorum: There are **13** 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.

1.2 Apologies

Bill Buckley, Kaede Ingold, Darrell Edwards.

1.3 Disclosure of Interest

There were **no** Disclosures of Interest.

1.4 Confirmation of previous meeting Minutes

The minutes of the last **Muttama Hall Management Committee** Section 355 Committee meeting dated **2nd April, 2025 to be amended to 15 market stalls instead of 25.as stated in the minutes.** Moved by Lien Puddicombe seconded by Lien Puddicombe.

Business Arising from previous Minutes:

1.5 Correspondence in/out: (as per agenda)

1.6 Report from the Treasurer/President/Secretary

\$18,294.62 (Balance includes tickets for dinner 17th May and stall holders).

Moved by Anne Last seconded by Sam Puddicombe that the Treasurers report be accepted.

1.7 General Business (List Agenda Items)

100 Year Anniversary opening of the Muttama Hall 18th & 18th May, 2025.

Special Guest speaker for Dinner on Saturday night.

Hilary advised the committee that Danny Whitehead from Cootamundra RSL will be the guest speaker ticket for dinner to be included.

Guest speakers. Robert Flint informed the committee that a number of community members (possibly 5) are willing to speak on Saturday night.

MC for Saturday night dinner.

Action: Robert Flint will be MC for Saturday night, and Trevor Glover will be a back up if needed.

Welcome to guests on Saturday night.

Action: Anne Last volunteered to welcome guests to the dinner.

Special Guests for the official opening on Sunday. Invitations were forwarded to the special guests at the end of February and they have until 24th April to reply.

Bookings for Saturday night dinner: Bookings close on 4th May.
Tickets available online.

Raffles:

Vouchers for Raffle. Two food vouchers valued at \$250.00 each, two fuel vouchers valued at \$250.00 each.

Moved by Trevor Glover seconded by Sam Puddicombe that the committee purchase the vouchers to be included in the raffle.

Silent Auction. Moved by Trevor Glover and seconded by Robert Flint that we will not have a silent auction.

Purchase of straw.

Action: Robert Flint will purchase 100 bales of straw that has been donated to the hall at a cost of \$50.00 per bale.

Sound System: Sam Puddicombe has donated a sound system for the committee to use on the weekend 17th & 18th May.

Activities on Sunday Fun Day.

Food stalls will be located at the hall on Sunday.

B-B-Q. Sunday

Action: There will be a free sausage sandwich, tea or coffee for those who are setting up their displays for the fun day. Trevor to be given a float of \$150.00. Trevor requested small notes & coin.

Radio Advertising.

Action: Emily to speak to 2LF radio station and Casey Polsen at Gundagai Tourist Centre regarding advertising the 100-year celebration.

Time capsule.

Robert Flint spoke about having bank notes and coins included in the time capsule.

Moved by Sam Puddicombe and seconded by Lien Puddicombe that bank notes and coins will not be included in time capsule.

Anne Last spoke to the committee regarding letters to be written to local community members. These letters to be given to the local bus driver for distribution.

Action: Sarah Ingold and Anne Last to manage the above activity.

Hand prints: Community members especially children be invited to have their hand prints included in the time capsule.

Sponsorship: Anne Last received a \$50.00 cash donation in the post.

Action: It was decided that a key ring be given to the donor.

Jumping castle.

Action: Trevor Glover will help set up the jumping castle. The jumping castle needs needs to manned at all times.

Colouring in Competition.

Kate Last addressed the meeting about having a colouring in competition. There is a possibility that Caryola would sponsor the competition.

Setting up for the weekend.

Action: Help needed in setting up. Committee members to ask family, friends or members of the community to help.

Fire vehicles. The new fire truck will be parked at the front of the fire shed and the old truck parked in the vicinity of Paul & Di Lonnen's residence in case the truck is needed in an emergency.

Volunteers for parking vehicles.

Action: Eliza Butt will contact the local soccer club asking if they are able to assist with parking arrangements on Sunday.

Hire fees for hall. The committee decided to make a decision at a later date.

Hall booking: The hall was booked on 12th April for a party.
Payment received \$400.00. The Bowditch family received a refund of \$200.00.

Insurance public liability for Recreation ground.

Action: Trevor Glover will meet with Council representatives at the Recreation ground to carry out a risk assessment for insurance.

1.8 Maintenance

Equipment for the kitchen. Re: Grant from Council

The remainder of the Community grant money to be spent on installing a rangehood, brooms, dustpan etc. need to be purchased.

Stove: Rangehood to be installed and fire proof panelling will be installed as soon as possible.

Water tank

Bill Buckley advised that the water tank has not been connected because the gutters are full of leaves, sticks, etc. needs to be cleaned out.

Lock for store room: A lock will be installed by Council.

Vents in Hall

This matter to be dealt with at a later date.

Interpretative Sign.

Action: The sign will be installed as soon as possible.

Steps leading up to the stage. The stage will be cordoned off on Sunday 18th May to prevent any accidents.

Reimbursement of expenses. Purchase of three toilet cisterns cost \$372.20 half of this amount \$186.10 to be paid by Muttama Rural Fire Service remainder to be paid by hall committee (\$186.10) invoices have been given to the treasurer of the hall committee and the Rural Fire Service.

1.8 Working Bee.

To be held on Sunday 27th April at 10:00am.

1.9 Meeting Wednesday 30th April 6:30pm

1.10 Time Meeting Closed 8:21pm.

CHAIRPERSON'S REPORT

Good evening all thank you for attending this meeting.

Over the last 12months we have seen an increase in the number of members on the committee which is great to see especially the number of younger members in the community becoming involved.

A number of big improvements have been made to the Hall in the past 12months.

Construction of a new kitchen including lining of the kitchen area.

Construction of paths from the kitchen door to the toilets, path from the front door to side door.

New water tank and refrigerator.

New vacuum cleaner.

Grants from Community War Memorials Funds. Grant application for \$10,000.00 was successful.

Work is being carried out at present - sealing of the kitchen ovens, repairs to chimneys, repairs to back wall.

Grant from Cootamundra Gundagai Regional Council – Annua Community Donations.

The Muttama Hall Committee was successful in obtaining a grant from Council for \$1,1 75.00

This grant is to be used to purchase various items for the kitchen, within 12 months.

Fund raising event – Movie Night - \$1,300.00 was raised.

A very successful B-B-Q and Movie Night was held on Saturday 13th April with approximately 73 people in attendance. Not only a successful fund raiser but a coming together of the Muttama Community.

100 Year Celebration 17th & 18th May, 2025

It was decided to have a Dinner on Saturday 17th May and Fun Day 18th May.

A lot preparation is needed for this event to be a success.

Thank you to the Cootamundra Gundagai Regional Council especially Darrell Edwards and Andrew Bock for their many hours they both spent above and beyond their duties to help advise the Hall Committee on what repairs were needed to bring the building to a heritage status level.

Thank you, Trevor Glover, for being Council reprehensive on the Hall Committee.

Thank you to **all** members of the Committee for their time and effort they have put into making the past year very successful.

Robert Flint
Chairperson
Muttama Hall Management Committee

8.2.4 MUTTAMA CREEK REGENERATION GROUP S.355 COMMITTEE MEETING MINUTES

DOCUMENT NUMBER	437521
REPORTING OFFICER	Anne Chamberlain, Governance Officer
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 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. MCRG Minutes - 7 April 2025 ↓

RECOMMENDATION

The Minutes of the Muttama Creek Regeneration Group s.355 Committee meeting held, 7 April 2025, attached to the report be, received and noted.

Introduction

The attached Minutes of the Muttama Creek Regeneration Group s.355 Committee meeting held on 7 April 2025, is submitted for the information of council and the community.

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

The objective of this report does not conflict with guidelines.

Muttama Creek Regeneration Group

Minutes: Monday 7 April, 2025

Muttama Creek



Regeneration
Group

Present: Graeme Johnson, Lin Chaplin, Paulina Butler, Doug Butler, Sue Jones

Apologies: Mark O'Connor, Di Pearton

Welcome: Meeting opened at 5.10 pm. Welcome to new members.

GJ presented the evacuation plan for the building as required prior to every meeting.

GJ read the 3 February 2025 meeting minutes and they were accepted by Doug Butler, seconded by Paulina Butler.

BUSINESS ARISING:

- **Master Plan for Muttama Creek-** Proposed buy Lin Chaplin that MCRG write to the Council asking that we be included in any consultation process and be provided with any documents pertaining to the Master Plan as it is developed.
- **Attending Councillor, improving communication-** The new Council member, Rosalind Wight, and Stuart Moorby, CGRC Operations Supervisor, are again absent today's meeting. MCRG would like someone from the council attend the meetings as we think it is important that communication channels be kept open. A letter of request that the delegated member of the council attend at least a majority of meetings be sent to the council.
- **New Brochures** – New Brochures have been printed and have proved very popular. Copies have been distributed to the Golf Club, Heritage Motel, Little Shop Of Books, Tourist Information Centre and the Caravan Park.
- **Water Testing** – No further information.
- **Working bees-** Three working bees were held since December, less weeding due to dry weather, mulching, planting grasses and watering, removing dead stumps, branches and removing general rubbish- Mackay St entrance to Bird Walk, Betti's Happy Wanderer garden, Pat's seat, Casuarina Walk. Some redgums replaced behind the pool on River Redgum Walk.
- **Watering** -Many thanks to Doug, Paulina, Graeme and Linley, who have been watering new plants.

GENERAL BUSINESS:

- Flow Power Solar Energy The group received an email from them regarding a grant to help MCRG in our ongoing work on the creek.
- Working Bee dates- Saturday 9.00 am, 3 May- Mackay Street Bird Walk Casuarina Walk.
Saturday 9.00, 17 May- Mackay Street Bird Walk Casuarina Walk.
Watering Tuesday 8 April Mackay Street Bird Walk Casuarina Walk .

Meeting closed at 6.02pm.

Next Meeting: Monday, 2 June at 5pm, Stephen Ward Rooms

8.2.5 COOTAMUNDRA SHOWGROUND USERS S.355 COMMITTEE MEETING MINUTES

DOCUMENT NUMBER	436481
REPORTING OFFICER	Anne Chamberlain, Governance Officer
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 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. CSUG Minutes - 10 February 2025 ↓ 2. CSUG Minutes - 23 April 2025 ↓

RECOMMENDATION

The Minutes of the Cootamundra Showground User s.355 Committee Meeting held on 10 February 2025 and 23 April 2025 attached to the report, be received and noted.

Discussion

The attached Minutes of the CSUC Group s.355 Committee Meeting held on 10 February 2025 and 23 April 2025 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.



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MINUTES

COOTAMUNDRA SHOWGROUD USERS SECTION 355 COMMITTEE

**COOTAMUNDRA SHOWGROUND LUNCHEON PAVILION
4.30PM, MONDAY 10 FEBRUARY 2025**

Mr & Mrs Cole from Florence Gardens addressed the committee and conveyed their thanks for the erection of the privacy screen at the rear of their property.

Mr Cole provided a contribution towards the works of \$300 which was accepted with thanks.

1 AGENDA ITEMS

Sign On in the Attendance Register

Meeting Open 4.55pm

Meeting open

1.1 Attendance and Confirmation of Quorum

Attendance: Chairperson: Darren Absolon
Nominated Members Bec Medhurst, Jeff Price, Trish Taylor, Rod Jones,
Other Attendance: Steven Lowe, Gil Kelly

Confirmation of a Quorum: There are [5] Members appointed to this Committee.
Quorum numbers are met [yes/no]

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. See Section 355 Committee Manual to identify if quorum numbers are met.

1.2 Apologies

David Manwaring, Olwen Smith

1.3 Disclosure of Interests

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

1.4 Confirmation of previous meeting Minutes

The minutes of the Showground Users Group Section 355 Committee ordinary meeting date 16 October 2024.

The minutes are accepted as circulated.

Moved: Rod Jones

Seconded: Trish Taylor

Business arising from previous Minutes-Action List

Item/Discussion	Action	Status
Ned Stieger – Led Lights	Still to be completed New Funding hopefully available later this year	Steven to follow up
Tree/Hedge Plantings Cnr Berthong & Pinkerton Rd to assist with noise suppression from Luncheon Pavilion	Steve to arrange with parks & gardens	Ongoing
Measuring bay	-Slab requires council engineers to certify levelness and provide a letter to this.	- -To be completed -
Top Dressing Main Arena	Council have delivered several loads of top dressing. Darren to meet with Wayne onsite to decide on the area to work on first	TO BE COMPLETED
CSUG resume financial control of grounds	Vabk Account has been opened. Signatories are Chairperson, secretary & treasurer. Any 2 required to operate	Completed
Flood Funding	CGRC have potentially revised this figure. Funds available now around \$130K plus GST. Funds must be used on the current building. Further in general business	Ongoing
Drain pinkerton Rd end of main arena	has started to collapse. Causing a sink hole.	Ongoing
RDA Paddock weed spraying	Still on councils to do list	Ongoing
Camping Signage	Signage to be erected near camping toilet block Maximum stay at grounds 14 days. Current campers are exempt from this requirement. Showground management to have discretion regarding this time frame.	Completed
Cootamundra Pony Club	Are relocating and will be vacating the showground by December 2024. Bec to	General Business

	contact to ensure all keys are returned and building left in appropriate condition.	
Campers at Showgrounds	Maximum length of general stay at the showgrounds to be 14 days. The caretaker has the right to alter this for individuals as he sees fit.	To be noted

Moved: Trish Taylor

Second: Jeff Price

1.5 Correspondence in/out:

- **Incoming correspondence:**

2. Newcastle Caravan Club

Email to Steven Lowe regarding group booking of 10 powered sites Sunday 4 May to Thursday 8th May 2025.

The committee approved this booking request.

Outgoing Correspondence

NIL

Moved: Trish Taylor

Second: Rod Jones

1.6 Report from the Treasurer/Chairperson/Secretary:

1.7 General Business:

Cootamundra Pony Club:

One set of keys have been returned to the caretaker.

It was discussed upon inspection of the pony club building by the committee prior to the commencement of this meeting that there is still items belonging to PC in the building that require removal from the grounds.

The caretaker also mentioned the jumps around the grounds including Tyre jumps that require dismantling and removal from the grounds as well as other items.

It was moved by Wayne Eschbank and second by Jeff Price that an email be sent to Cootamundra Pony Club advising them that they are responsible for the removal of these items. If any items remain after 28 February 2025 then a contractor will be engaged to remove all items at Cootamundra Pony Clubs cost.

Luncheon Pavilion Evacuation Centre Works

Bec Medhurst provided figures to the meeting that herself and Darren have been working on regarding the works to be completed at the luncheon pavilion. It was noted that the original figures as captured by Andrew Brock are around 3 years old. As we all know costs have

completed dramatically and will be extremely challenging to complete the works required within the budget.

There are still more costings required.

A big part of the project is the amenities which require a major overhaul and disabled access. The work is required to be completed by 30 June 2025.

Darren and Bec will work on the project and arrange quotes etc as required following council procurement requirements and liaise with Steve Lowe.

No events will be able to be held in the luncheon pavilion whilst the work is been completed

Showground Bookings

To streamline the bookings the CSUG will be responsible for bookings for the showground.

- Camping Bookings

Any camping bookings will go to the caretaker Wayne Eschbank. A sim card will be purchased and paid for on an ongoing basis to have a dedicated contact number for the showground camping/caretaker. If Wayne is away the phone can be handed to whoever is undertaking the duties whilst he is away. It also enables Wayne to set the hours that he is contactable on that number and return calls during his business hours.

- Event/Function Bookings

Bec Medhurst will be the contact for this as Booking Event Officer. Bec will liaise with the caretaker regarding these bookings. Details of these bookings will be forwarded to council for their records.

Bec is contactable by email cootasug@gmail.com or mobile 0402 465 239.

CSUG Funds at Council

Gil Kelly addressed the committee and advised he has been busy behind the scenes with council trying to chase up where this money is.

The committee thanked Gil for his efforts with this as it is of a great concern to the committee and is money that should be used at the Cootamundra Showgrounds.

It was also noted that Steve Lowe has been making enquiries regarding this for some time as well.

CSUG Contact with Council

Darren spoke to the group about the requirement that contact from the CSUG committee to council is to be restricted to the President and Secretary. This was discussed at the CSUG meeting that Wayne Bennett attended. It is important that this is adhered to at all times. The caretaker is an exception to this due to operational requirements.

Meeting Times

Steve Lowe has advised that he will be able to attend meetings if we can have a 5pm start time. Any items that need to be discussed with Steve will be addressed first at the meeting then Steve will leave the meeting. Steve is undertaking this in his own time so we need to be as concise as possible.

The meeting conveyed their thanks to Steve for this and understood his workload and appreciated him giving up his family time to attend the meetings.

It was Moved by Jeff Price and Second Trish Taylor that the bimonthly meetings commence at 5pm so that Steve Lowe is able to attend.

1.8 Date and Time of Next Meeting

The next meeting is scheduled for **Wednesday 23 April 2025 5pm** Alby Schultz Meeting Centre. Venue to be confirmed.

Time Meeting Closed 5.55pm

This is a true and correct copy of the minutes.

Chairperson



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MINUTES

COOTAMUNDRA SHOWGROUD USERS SECTION 355 COMMITTEE

ALBY SCHULTZ MEETING ROOM
5.00PM, WEDNESDAY 23 APRIL 2025

1 AGENDA ITEMS

Sign On in the Attendance Register

Meeting Open 5.15pm

Meeting open

1.1 Attendance and Confirmation of Quorum

Attendance: Chairperson: Darren Absolon

Nominated Members Bec Medhurst, Jeff Price, Trish Taylor, Rod Jones,

Other Attendance: Steven Lowe, Olwen Smith

Confirmation of a Quorum:

There are [5] Members appointed to this Committee.

Quorum numbers are met [yes/no]

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. See Section 355 Committee Manual to identify if quorum numbers are met.

1.2 Apologies

David Manwaring, Gil Kelly

1.3 Disclosure of Interests

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

1.4 Confirmation of previous meeting Minutes

The minutes of the Showground Users Group Section 355 Committee ordinary meeting date 10 February 2025.

The minutes are accepted as circulated..

Moved: Rod Jones

Seconded: Trish Taylor

Business arising from previous Minutes-Action List

Item/Discussion	Action	Status
Ned Stieger – Led Lights	Still to be completed New Funding hopefully available later this year	Steven to follow up
Tree/Hedge Plantings Cnr Berthong & Pinkerton Rd to assist with noise suppression from Luncheon Pavilion	Steve to arrange with parks & gardens	Ongoing
Measuring bay	-Slab requires council engineers to certify levelness and provide a letter to this.	- -To be completed -
Top Dressing Main Arena	Council have delivered several loads of top dressing. Darren to meet with Wayne onsite to decide on the area to work on first	TO BE COMPLETED
Luncheon Pavilion	Quotes still being sourced by Darren & Bec. Steve advised that we have until 30/6/2026 for work to be completed. Works will need to be undertaken around booked events. Electricity requires upgrading for air conditioning	Ongoing
Drain pinkerton Rd end of main arena	has started to collapse. Causing a sink hole.	Ongoing
RDA Paddock weed spraying	Still on councils to do list	Ongoing
Pony Club	Chase up other master key Caretaker took tyres and other items not removed to their new grounds	
Council Contact	Reminder that Chairman and Secretary are points of contact for council. Anything related to CSUG and Cootamundra Showgrounds to go through committee NOT direct to council.	

Moved: Trish Taylor

Second: Jeff Price

1.5 Correspondence in/out:**• Incoming correspondence:****RDA Grant Application Request**

Trish Taylor – RDA distributed a letter from RDA committee member regarding RDA applying for a grant. The grant is for a concrete water trough and associated plumbing. Total \$4600. The grant is through Nutrien Harcourt.

The committee agreed to this grant application and wished the RDA luck in been successful in their application.

Bec to write to Robyn Fowkes and advise her of this decision. It is to be noted that the approval is only for this grant. Any future grant application will have to be made to the CSUG committee through the RDA delegates.

Cootamundra Strikers Easter Ball 2026

The Cootamundra Strikers have requested the hire of the pavilion side of the grounds for their Easter Ball 2026. This is a replacement event from their B & S. Steve advised that the strikers club have also been talking to council and the Cootamundra police regarding this event.

The committee agreed to the holding of this event in principal with further details to be provided.

The cost for the event will be \$2000 with a \$1000 bond

Outgoing Correspondence

NIL

Moved: Trish Taylor

Second: Rod Jones

1.6 Report from the Treasurer/Chairperson/Secretary:

Treasurer not present at meeting.

Refund of \$600 to be returned to Brophys Circus

1.7 General Business:**CSUG Funds at Council**

Update from Steve Lowe. Interim General Manager has advised that the funds will not be available to the committee. The finance manager provided documents showing income/expenditure for the showground.

Showground Bookings

Bec distributed a list of current bookings at the showground.

Wallendbeen Oval Old Fencing

Steve advised that there is some fencing available for use at the showground.

Showground Neighbours Fence Screen

Further posts and stays required to secure the fence screen put up near the Coles boundry.

1.8 Date and Time of Next Meeting

The next meeting is scheduled for **Wednesday 18 June 2025 5pm** Alby Schultz Meeting Centre.

Time Meeting Closed 5.55pm

This is a true and correct copy of the minutes.

Chairperson

8.2.6 COOTAMUNDRA HERITAGE CENTRE MANAGEMENT S.355 COMMITTEE MEETING MINUTES

DOCUMENT NUMBER	436482
REPORTING OFFICER	Anne Chamberlain, Governance Officer
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 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. CHCMC Minutes - 7 April 2025 ↓ 2. CHCMC Minutes - 5 May 2025 ↓

RECOMMENDATION

The Minutes of the Cootamundra Heritage Centre Management s.355 Committee Meeting held 7 April 2025 and 5 May 2025, attached to the report, be received and noted.

Introduction

The attached Minutes of the Cootamundra Heritage Centre Management s.355 Committee meeting held on 7 April 2025 and 5 May 2025, are submitted for the information of Council and the community.

Council acknowledges the resignation of Chairperson, Geoff Larsen from the Cootamundra Heritage Centre s.355 Committee and wishes to thank him for his 25 years of service and the giving of his time. We wish him well for the future.

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

The report purpose does not conflict with guidelines

**THE REPORT AND RECOMMENDATIONS OF THE COOTAMUNDRA HERITAGE CENTRE
MANAGEMENT COMMITTEE MONTHLY MEETING HELD AT THE COOTAMUNDRA HERITAGE CENTRE
ON MONDAY 7 APRIL 2025 COMMENCING AT 4.03PM**

Present: Geoff Larsen (Chairperson), Betty Brown, Yvonne Forsyth, Simon Hall, Helen Hamilton, Michele Pigram, Betti Punnett (at 4.33pm), Ros Wight

Visitor: John Collins

Apologies: Nil

Minutes from the Previous Meeting: Correction: Bob not Jim Newman. Minutes read and confirmed on the motion of Helen Hamilton, seconded Michele Pigram

Business Arising: * Front door - Moved on the motion of Simon Hall, seconded by Helen Hamilton, that Steve Broadley be requested (if not already included in his quote) to replace the four (4) oiled hinges on the door with new oiled hinges and the cost to be added to his quote. **CARRIED**

* Sureways - reported that at present there are no people willing to volunteer

* Lawn mower - Yvonne Forsyth reported that J Hall had collected same and will quote for necessary work.

* Chair - Ros Wight will approach C/GRC regarding replacement.

Correspondence: **OUT:** * March Meeting Minutes; Grant application

* **IN:** Anne Chamberlain email re Giant; Email from Museums & Galleries NSW re grants; SWSCU Bank statement for Grant application; Grant application form; MOSAiC copy of Grant application for \$962.50

Financial Report: Betti Punnett presented the Financial Report for March: CHC 157 children 7 16 bus; \$392.10 EFTPOS \$12.00 Lucky Dips \$90.00; VIC 119 \$135.00 EFTPOS \$54.00; **\$592.10 EFTPOS \$91.00 \$683.10** Moved Betti Punnett, seconded Ros Wight. **CARRIED**

General Business: * Chairperson Geoff Larsen informed members that he would be unable to continue as Chairperson of the CHC Management Committee due to his wife, Margaret's illness. Members expressed their concern for Margaret and upset that Geoff would not continue his involvement with CHC. His replacement to be discussed at May's meeting.

* Bus group from Coolamon - Betti Punnett reported on a very successful visit by the group of men. However, Yvonne Forsyth expressed her dismay that she had not been informed when the bus arrived some minutes early. Betti Punnett apologized for not ringing her as all were busy with the visitors.

* Betti Punnett presented the CHC application to Museums & Galleries NSW for a grant of \$792.50 for an update of MOSAiC program. Submitted 4 April 2025. CHC to contribute \$200.00 as the amount supplied by the applicant. Members ratified the application.

* Outdoor signs - members agreed all the signs need renewal. It was suggested that the OPEN sign be incorporated in the main sign so that it only had to be adjusted each day OPEN or CLOSED, but not physically carried in to the building.

* *Gilgal* relics - Betti Punnett reported that Georgina Ward will be visiting in April and would like to bring relics from *Gilgal* for consideration as a presentation to CHC. Members to be notified when she is to come so that they may attend to assess the items being offered.

* New presentations - a silver teapot with silver water heater stand and silver (plate) tray from Rev Goy's family. This was accepted with pleasure. Rev Goy was the Presbyterian minister in Cootamundra during 1930/40s.

There being no further business. The meeting closed at 4.58pm

Betti Punnett Secretary/Treasurer Next Meeting Monday 5May 4.00pm
Yvonne Forsyth

Should you have any item/s you wish to place on next month's meeting agenda, please notify me by 30 April.

THE REPORT AND RECOMMENDATIONS OF THE COOTAMUNDRA HERITAGE CENTRE MANAGEMENT COMMITTEE MONTHLY MEETING HELD AT THE COOTAMUNDRA HERITAGE CENTRE ON MONDAY 5 MAY COMMENCING AT 4.03PM

Document Received

13 MAY 2025

Present: Ros Wight (Acting Chairperson), Betty Brown, Yvonne Forsyth, Simon Hall, Helen Hamilton, Michele Pigram, Betti Punnett, Frances Redden

Initials _____

Apologies: Leah Sutherland

Minutes from the Previous Meeting: Minutes read and confirmed on the motion of Betti Punnett, seconded Michele Pigram **CARRIED**

Business Arising: * Security lock replaced on front door.

* Replacement chair - Ros Wight had spoken to C/GRC re need for a chair.

* *Gilgal* relics - nothing further.

* Mower - Yvonne Forsyth reported that the mower needs repair before offering for sale. Moved Yvonne Forsyth, seconded Helen Hamilton that repair work be carried out. **CARRIED**

Correspondence: **IN** - Geoff Larsen - Resignation; Email - Leah Sutherland re Grant submission - copy provided
OUT - April Minutes

Financial Report: Frances Redden presented the Financial Report for April: CHC 280 children 31; \$376.60 EFTPOS \$69.00 Lucky Dips \$150.00; VIC 196 \$224.00 EFTPOS \$359.22; **\$715.60** EFTPOS **\$463.22** **\$1,178.82** Moved Betty Brown, seconded Yvonne Forsyth **CARRIED**

General Business: * Chairperson - members received Geoff Larsen's resignation with much regret as he has been a very respected Chairperson of the CHC for 25 years. He has lead meetings and has been a very good spokesperson for the CHC over that time. He will be much missed. Members also wished Margaret Larsen well as she is ill with COVID at present. As a replacement, it was suggested that Charlie Sheahan be approached. Charlie Sheahan is familiar with the CHC as he had attended meetings and events in the past. Moved Michele Pigram, seconded Helen Hamilton. **CARRIED**

* Cabinets - quotes to be obtained for glass wall-to-wall cabinets for Church and Agriculture Galleries - *Evans Joinery, Independent Kitchens & Joinery. (Betti Punnett)*

* Outdoor signs - *OPEN* sign to be hinged so as not to be required to be brought in each night - Ros Wight to investigate. *OPEN* sign for front door to be bought (*Betti Punnett*). Other signs to be cleaned/washed.

National flag - Ros Wight to ask Michael McCormack MP.

Curiosity Cabinet needs to have exhibits straightened.

Cootamundra wattle sign - C/GRC Steve Lowe to be contacted re erection of sign near/behind COOTAMUNDRA sign.

Railway gantry - no painter found. ARTC to be approached (*Betti Punnett*).

Opening hours - it was decided not to alter opening hours during winter months.

Cootamundra Booklet - none available at present.

Newsletter - Betti Punnett to publish.

There being no further business. The meeting closed at 5.04pm

Betti Punnett Secretary/Treasurer **Next Meeting Monday 2 June 4.00pm**

Should you have any item/s you wish to place on next month's meeting agenda, please notify me by 31 May.

bettipunnett@bigpond.com 69421158 0429421158

***** A letter has been written to Geoff Larsen. A card has been left in the front gallery for Committee members to sign in next week or so. *****

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

DOCUMENT NUMBER	437240
REPORTING OFFICER	Anne Chamberlain, Governance Officer
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 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 Hall Minutes - 24 April 2025 ↓

RECOMMENDATION

The Minutes of the Stockinbingal Ellwood's Hall s.355 Committee Meetings held, 24 April 2025 attached to the report, be received and noted.

Discussion

The attached Minutes of the Stockinbingal Ellwood's Hall s.355 Committee Meetings held on 24 April 2025, 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



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Minutes

STOCKINBINGAL ELLWOOD HALL SECTION 355 COMMITTEE

AT ELLWOOD'S HALL STOCKINBINGAL

5.30PM THURSDAY 24 APRIL 2025

1. AGENDA ITEMS

1.1. Attendance and Confirmation of Quorum

Attendance: Chairperson: Sue Caldwell (acting Chairperson)

Secretary: Robyn Gray (acting Secretary)

Treasurer: Alan Pether

Councillor: Absent

General Members: Kim Lee, Wendy Millynn

Confirmation of a Quorum: There are **11** Members appointed to this Committee. Quorum numbers are met - **No**.

1.2. Apologies: Lorna Nixon, Su Moon, Steve Neave, Carmel Payne.

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 **27 March 2025** will be confirmed as true and correct at the next meeting.

Moved:.....

Seconded:.....

1.5. Business Arising from previous Minutes:

- Rising Damp treatment was completed on Saturday 12 April. Craig Perrin of CGRC has been notified so that the grant can be finalised following approval by the council's heritage architect.
- The Intruder has returned the vacuum cleaner following a conversation with the secretary!
- Alan has painted the new door.
- The bush dance was a fantastic night of fun! Around 70 people attended. It was agreed to book the band again for the last Saturday 28th March 2026.
- Most of the stones in the yard have been picked up and rubbish items removed.

Agenda: STOCKINBINGAL ELLWOOD HALL SECTION 355 COMMITTEE Page 1

- Steve Lowe was contacted regarding several issues - see correspondence.
- Lease agreement with Post Office - no further information to hand.

1.6. Correspondence in/out:

- 31.03.2025: to Steve Lowe re several issues (see letter and responses) -
 - o Toilet Roll Holders - being investigated (see picture)
 - o Wash basins - Steve Lowe checking with the builder.
 - o Main Electrical Board - needs replacing - Steve Lowe indicated that he would organise quotes.
 - o Emergency Lights switch - has been locked off again.
 - o Garbage bins - correct lids to be brought out and unwanted bins removed.
 - o Old ladies toilet - can be gutted out and used for storage of the barbecue, hoses etc. Discussion took place regarding another shed. Sue Caldwell to look into grants.
- 02.04.2025: From Wagga Building Supply Co - advising that the rising damp treatment would take place on Sat 12th April.
- 15.04.2025: From Emma Hurst of Inland Rail: Advising (again) of our success in receiving the grant from Inland Rail to cover the Bush Band. Bank details were given to Emma so that the money can be transferred. Photos taken at the bush dance have been sent.
- 14.04.2025: From Wagga Building Supply Company - bill for rising damp treatment. Passed on to treasurer Alan Pether.
- 15.04.2025: To Craig Perrin at CGRC advising that rising damp treatment had been carried out.
- 15.04 2025: Reply from Craig Perrin who will advise the architect.

1.7. Report from the Treasurer:

- Opening Balance: \$11,969.13
- Income:
 - 100.00 Hall hire for Line dancing.
 - 500.00 Bush Dance
- Expenses: Nil
- Card A/c: \$659.16

1.8. General Business:

- 1) **Garbage Bins:** Someone is needed to put out the red bin when needed (kept outside the kitchen door).
Action: Kim Lee volunteered to put the bin out as needed. If she is unable, she will contact another committee member.
- 2) **Working bee** to gut the old ladies toilet:
Action: Alan Pether volunteered to remove the wooden doors on the cubicles. Removing the internal wall would be difficult as it is holding up the roof. A lock to keep the outer door secure is to be purchased.
- 3) Choose a date for the **November Markets:**
Action: 15th or 22 November 2025

4) Ideas to **minimise weed growth** in the back yard near the old toilets:

Action: Jim Preston to spray as required during yard maintenance.

5) Ideas for **storage of chairs and tables:**

Action: Tables and chairs to remain in the meeting room for now.

6) It was suggested that some accumulated money be put on **term deposit**.

Action: Discuss at the next meeting.

7) **Future fund raising ideas:** Welcome to Stockinbingal BBQ; Train Display; Debutante Ball.

8) **A shed** to house our own lawn mower was suggested.

1.9. Date and Time of Next Meeting: 5.30pm 29 May 2025

1.10. Time Meeting Closed: 6.30pm

Signed:

Sue Caldwell
Acting Chairperson

Robyn Gray
Acting Secretary

8.3 FINANCE

8.3.1 DRAFT CORPORATE CREDIT CARD POLICY

DOCUMENT NUMBER	437662
REPORTING OFFICER	Peter Smith, Interim Finance Manager
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 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 the Local Government Act, 1993.
POLICY IMPLICATIONS	There are no additional Policy implications associated with this report.
ATTACHMENTS	1. Draft Corporate Credit Card Policy ↓

RECOMMENDATION

The draft Corporate Credit Card Policy, attached to the report, be adopted.

Introduction

Council's Corporate Credit Card Policy has been updated to ensure that it meets the requirements under the *Local Government Act 1993* (Section 8b) related to effective internal control for financial management, expenditure and accounting records as well as the guidelines on the use and management of credit cards released by the Office of Local Government under Section 23A of the Act.

Discussion

This policy provides Council with the necessary information to put in place internal controls surrounding the establish, management, review, and maintenance of credit card administration.

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

Consideration of the 23a Guidelines has been given when updating this policy.



DRAFT Corporate Credit Card Policy

Policy Approval and Distribution

Approved by	Council resolution
Responsible Officer	Peter Smith, Manager Finance
Council Service Unit	Finance
Next Review Date	28 February 2027

Version Control

Ref	Date	Description	Resolution Number
0.1	27-11-2018	Adopted by Council.	241/2018
0.2	28-02-2023	Adopted by Council.	036/2023
0.3	27-05-2025	Presented to Council for adoption	

1 PURPOSE

The policy is to ensure effective controls, policies and procedures are in place with respect to the use of Corporate Credit Cards issued by Cootamundra-Gundagai Regional Council.

2 PRINCIPLES

- Transparency in the use of Councils Corporate Credit Cards
- Council's resources are managed with integrity and diligence
- Statutory requirements are fulfilled
- Accountability when using Corporate Credit Cards, including only for legitimate Council business
- Improve efficiency in purchasing processes

3 SCOPE

This policy applies to all Council staff issued with a corporate credit card and supervisors/managers of those staff to ensure adherence to this policy and associated procedure.

4 RELATED CGRC POLICIES AND PROCEDURES

- Code of Conduct
- Procurement Policy and Procedure
- Corporate Credit Card Procedure

5 USE OF CORPORATE CREDIT CARDS

Cootamundra Gundagai Regional Council recognises that purchasing by Corporate Credit Card is an acceptable and efficient method of conducting Council business for low value goods and services, where access to normal creditor payments is not available or where immediate payment of a creditor invoice is required. Items that can be purchased via a Council order should not be purchased on a Corporate Credit Card.

5.1 Credit Card Eligibility

Corporate credit cards may be issued to staff who:

- Have General Manager approval
- Have a demonstrated need to purchase low value goods and services
- Accept the policy and procedure conditions of holding a corporate credit card.

5.2 Cardholder Responsibilities

Staff issued with a corporate credit card must comply with the following conditions:

- All purchases must be for legitimate business purposes, in accordance with policies and procedures.
- Personal use is not approved. In exceptional circumstances where personal expenditure cannot be avoided, these transactions must be repaid within two weeks and highlighted on the monthly reconciliation as being private and repaid.
- Tax invoices must be obtained at the time of purchase for reconciliation purposes.
- The card must be maintained in a secure manner and guarded against improper use.
- Card limits must not be exceeded, if purchases exceeding the limit are required, please contact Manager Finance.
- The finance team is responsible for reconciling credit card transactions. All credit card transactions must be reconciled monthly, as part of the process to import and post the transactions to the general ledger of our accounting software. The cardholder and relevant supervisor is to ensure all transactions are coded and approved in a timely manner each month to assist with this process.
- Credit cards must be returned to Manager Finance upon resignation from employment with full acquittal of expenditure.
- Lost, stolen or damaged cards must be immediately reported to Manager Finance to ensure that the bank is notified as soon as possible.
- Suspected fraudulent transactions are to be reported to Manager Finance as soon as possible
- Before taking extended leave of over four weeks, the cardholder is responsible for returning their card to Manager Finance for safekeeping, as well as providing their supervisor with invoices and details of purchases for reconciliation.
- Further cardholder responsibilities as outlined by the card provider and provided at time of issue.

5.3 What corporate cards must not be used for

- Personal transactions – except in exceptional circumstances as above.
- Gaining personal reward points, store loyalty, frequent flyer, fuel benefits / discounts or any other personal benefit offered as a result of a Corporate Credit Card transaction or purchase.

- Purchases of assets.
- Purchases of fuel where a fuel card could be used.
- Purchase of power tools or small plant (unless approved by Manager).
- Cash advances (facility is blocked on the credit card).
- IT Software must first be approved by the IT department to ensure compatibility with existing IT infrastructure.

Non-compliance with this policy, improper or unauthorised use of a Corporate Credit Card may result in the cardholder being responsible for expenditure incurred on the card, use of the card being terminated, legal or disciplinary action.

5.4 Monitoring Corporate Credit Card Use

Supervisors are to review their staff's compliance with this policy monthly as part of the reconciliation process, to ensure all documentation is complete and reasonable. Where expenditure does not appear to be fair and reasonable, the matter should be referred to the General Manager for a decision.

The Finance department is responsible for maintaining accurate records of cardholders and purchases and ensuring that each cardholder has signed the Council Corporate Card Agreement (Appendix 1).

Appendix 1

COOTAMUNDRA GUNDAGAI REGIONAL COUNCIL CORPORATE CREDIT CARD AGREEMENT

I acknowledge and accept the conditions of use of a Corporate Credit Card as detailed within the Cootamundra Gundagai Regional Council's Corporate Credit Card Policy and Procedure.

Monthly Limit: \$ _____

Card Holder Name: _____

Signature: _____

Date: / /

Name of Manager: _____

Signature of Manager: _____

Date: / /

General Manager: Approved YES / NO

Name of General Manager: _____

Signature of General Manager: _____

Date: / /

8.3.2 FINANCE UPDATE - APRIL 2025

DOCUMENT NUMBER	436894
REPORTING OFFICER	Peter Smith, Interim Finance Manager
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 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 March Finance Update has been reviewed and no issues have been detected.

OperationsIncome

The operational income is at 79% when comparing actual to budget, with the annual rates already being recognised as income but becoming due and payable quarterly throughout the year.

Department	Income Actual	Income Budget	Variance	Result	Comment
Building Department	\$600,534	\$647,616	93%	😊	Fees from new development in Cootamundra received
Business Department	\$72,352	\$311,600	23%	😊	
Engineering Cootamundra	\$4,094,100	\$6,642,489	62%	😊	
Engineering Gundagai	\$116,936	\$2,654,988	4%	😊	
Executive Department	\$62,720	\$223,600	28%	😊	
Finance Department	\$7,780,839	\$10,517,795	74%	😊	
Rates Cootamundra	\$6,801,789	\$7,028,139	97%	😊	
Rates Gundagai	\$4,407,916	\$4,532,162	97%	😊	
Services Cootamundra	\$3,447,216	\$3,633,750	95%	😊	
Services Gundagai	\$1,255,522	\$1,610,000	78%	😊	
Sewer Cootamundra	\$2,585,512	\$2,910,807	89%	😊	
Sewer Gundagai	\$632,514	\$768,442	82%	😊	
Water Cootamundra	\$3,112,429	\$3,267,356	95%	😊	

Department	Income Actual	Income Budget	Variance	Result	Comment
Water Gundagai	\$1,546,277	\$1,629,444	95%	😊	
Total	\$36,516,657	\$46,378,188	79%	😊	

Expenditure

Operational Expenditure is at 73% when comparing actual to budget.

Department	Expense Actual	Expense Budget	% Spent	Result	Comment
Building Department	\$1,336,328	\$1,763,671	76%	😊	
Business Department	\$2,876,721	\$3,499,004	82%	😊	
Engineering Cootamundra	\$9,380,186	\$9,576,544	98%	😊	
Engineering Gundagai	\$5,553,590	\$5,210,819	107%	😊	
Executive Department	\$1,639,566	\$2,348,537	70%	😊	
Finance Department	\$11,076,700	\$20,447,706	54%	😊	
Services Cootamundra	\$4,504,930	\$5,744,946	78%	😊	
Services Gundagai	\$1,971,784	\$2,608,305	76%	😊	
Sewer Cootamundra	\$600,655	\$1,581,693	38%	😊	
Sewer Gundagai	\$492,538	\$784,319	63%	😊	
Water Cootamundra	\$1,949,212	\$2,812,625	69%	😊	
Water Gundagai	\$540,549	\$1,210,655	45%	😊	
Total	\$41,922,760	\$57,588,824	73%	😊	

CapitalIncome

Capital income is at 20% of budget when comparing actual to budget.

Asset Category	Total YTD.	Budget	%Received	Result	Comments
Plant & Equipment - Cootamundra	\$222,535	\$473,550	47%	😊	
Plant & Equipment - Gundagai	\$164,974	\$498,950	33%	😊	
Property Disposal – Cootamundra	\$0	\$1,000,000	0%	😊	
Property Disposal – Gundagai	\$0	\$0	0%	😊	
TOTAL	\$387,509	\$1,972,500	20%	😊	

Expenditure

Capital expenditure is at 51% of budget when comparing actual to budget.

Asset Category	Total YTD	Budget	% Spent	Result	Comments
Cootamundra Land	(83,497.29)	\$301,785	-28%	😊	Reimbursement received from insurance for the Oliver Selwyn purchase. Part of the original expenditure was incurred in the prior financial year.
Cootamundra Plant	1,916,407.01	\$2,142,264	89%	😊	
Cootamundra Roads	1,750,655.38	\$3,697,854	47%	😊	Works schedule to be completed by EOFY
Cootamundra Building	524,426.84	\$1,059,556	49%	😊	
Cootamundra Recreation	450,259.92	\$594,117	76%	😊	
Cootamundra Waste	200,394.86	\$242,000	83%	😊	
Cootamundra Bridges	-	\$0	0%	😊	
Cootamundra Water	745,886.26	\$1,036,527	72%	😊	
Cootamundra Sewer	718,294.84	\$3,070,300	23%	😊	
Gundagai Building	249,668.76	\$931,858	27%	😊	
Gundagai Recreation	509,149.59	\$1,071,273	48%	😊	
Gundagai Waste	-	\$720,000	0%	😊	
Gundagai Bridges	1,357,587.30	\$1,480,757	92%	😊	
Gundagai Plant	976,353.41	\$1,300,000	75%	😊	
Gundagai Roads	2,280,941.69	\$2,815,746	81%	😊	
Gundagai Water	715,678.66	\$3,241,336	22%	😊	
Gundagai Sewer	179,917.98	\$633,000	28%	😊	
IT		\$50,000	0%	😊	
Total	\$12,492,125	\$24,388,373	51%	😊	

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

Report purpose does not conflict with guidelines.

8.3.3 INVESTMENT REPORT - APRIL 2025

DOCUMENT NUMBER	436881
REPORTING OFFICER	Peter Smith, Interim Finance Manager
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 4.1 A clear strategic direction that is delivered upon
FINANCIAL IMPLICATIONS	Council's cash and investment portfolio decreased \$3,569,138.18 from \$31,360,874.06 as at 31st March 2025 to \$27,791,735.88 as at 30th April 2025.
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 30th April 2025, 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 Local Government (General) Regulation 2021.

Financial

Council's cash and investment portfolio decreased \$3,569,138.18 from \$ \$31,360,874.06 as at 31st March 2025 to \$27,791,735.88 as at 30th April 2025.

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	AA-	A1+	NAB	At Maturity	15-10-24	13-05-25	210	5.00	4.05	\$3,000,000.00
TD	BBB	A2	Beyond Bank Australia	At Maturity	12-11-24	13-05-25	182	5.10	4.05	\$2,000,000.00
TD	A-	A2	BOQ	At Maturity	10-12-24	10-06-25	182	5.15	4.05	\$3,000,000.00
TD	BBB+	A2	AMP	At Maturity	17-12-24	16-09-25	273	5.10	4.05	\$3,000,000.00
TD	BBB+	A2	AMP	At Maturity	15-01-25	15-07-25	181	5.10	4.05	\$4,000,000.00
TD	BBB	A2	JUDO	At Maturity	04-02-25	05-08-25	182	4.85	4.05	\$3,000,000.00
TD	AA-	A1+	NAB	At Maturity	19-03-25	19-08-25	153	4.75	4.05	\$1,000,000.00
TD	BBB	A2	JUDO	At Maturity	19-03-25	16-09-25	181	4.80	4.05	\$1,000,000.00
TD	AA-	A1+	NAB	At Maturity	09-04-25	09-09-25	153	4.60	4.05	\$2,000,000.00
TD	BBB	A2	MyState	At Maturity	09-04-25	07-10-25	181	4.80	4.05	\$4,000,000.00
CASH	AA-	A1+	CBA	Monthly				3.90	4.10	\$1,022,888.48
CASH	AA-	A1+	CBA	Monthly				3.90	4.10	\$742,087.88
CASH	AA-	A1+	NAB	Monthly				3.10	4.10	\$26,759.52
Total										\$27,791,735.88

*Benchmarks

On Call - RBA Cash

Floating Rate Deposit - 3m BBSW

Term Deposit - BBSW

Performance

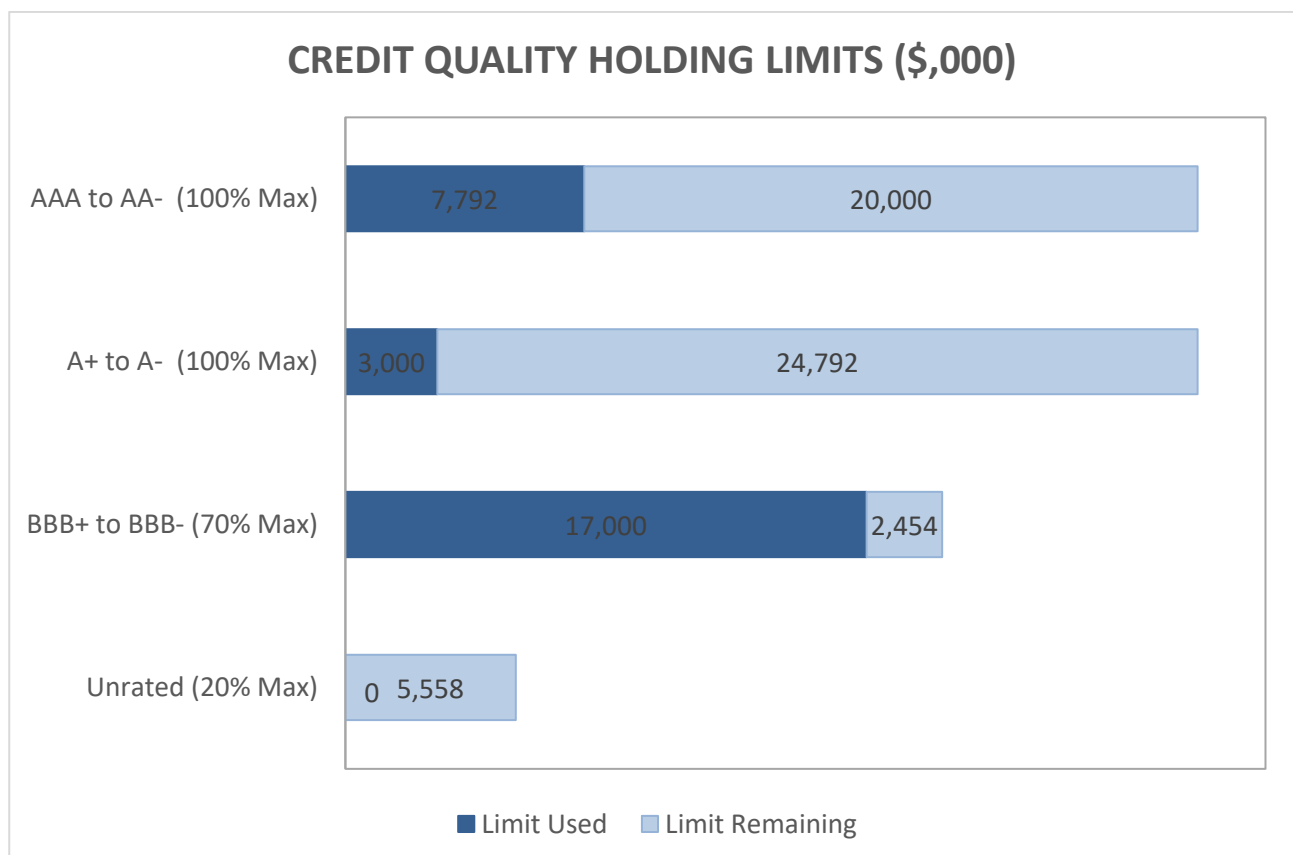
Cootamundra-Gundagai Regional Council's investment portfolio outperformed the relevant BBSW Index benchmark by 20.63%. The average weighted yield for April was 4.72%, over an average weighted term of 90 days, with a benchmark of 4.05%.

Please note that Council have tried to invest in longer term investments, but the rate is far below the required benchmark and it isn't a financially viable alternative.

Total Cost 27,791,735	Monthly Interest Received 117,657	Weighted Average Term 90 Days
Total Value 27,791,735	Yearly Interest Received 1,249,593	Weighted Average Yield 4.72%

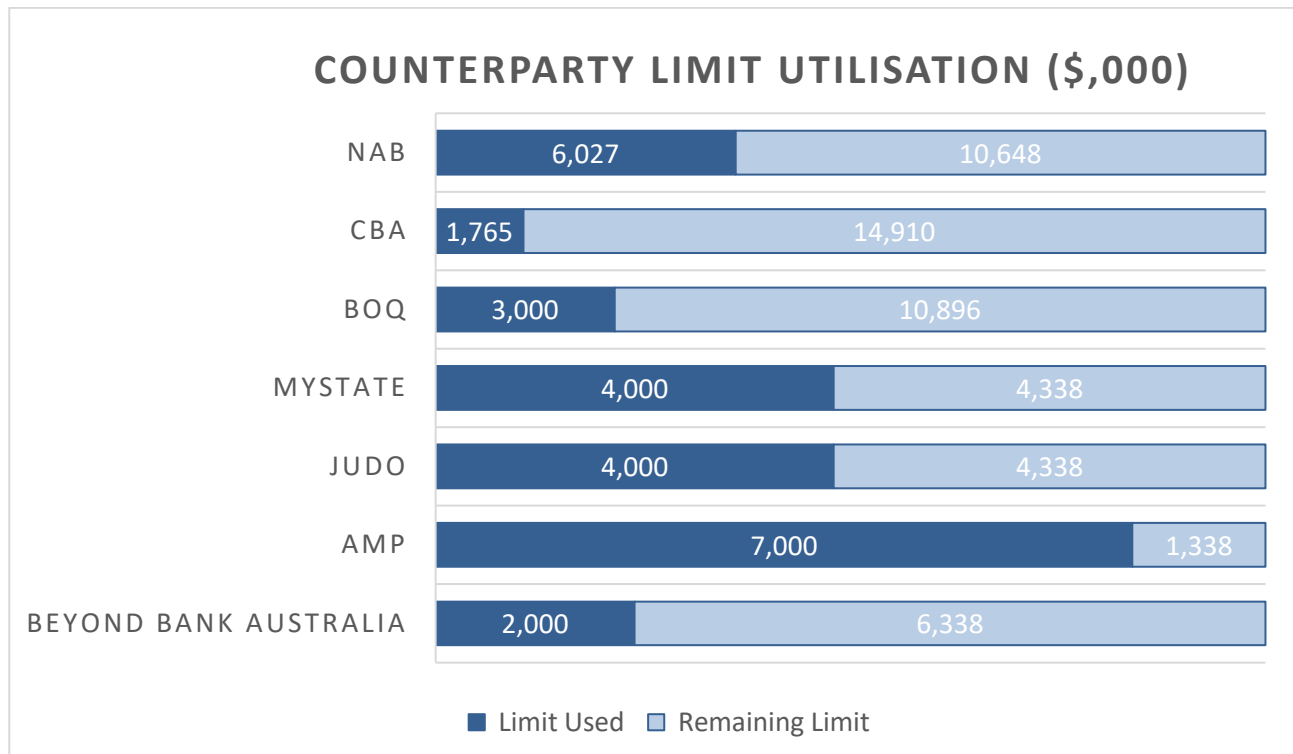
Credit Quality Compliance

Council's investment portfolio was compliant with policy in terms of S&P long term rating credit quality limits, as displayed below.



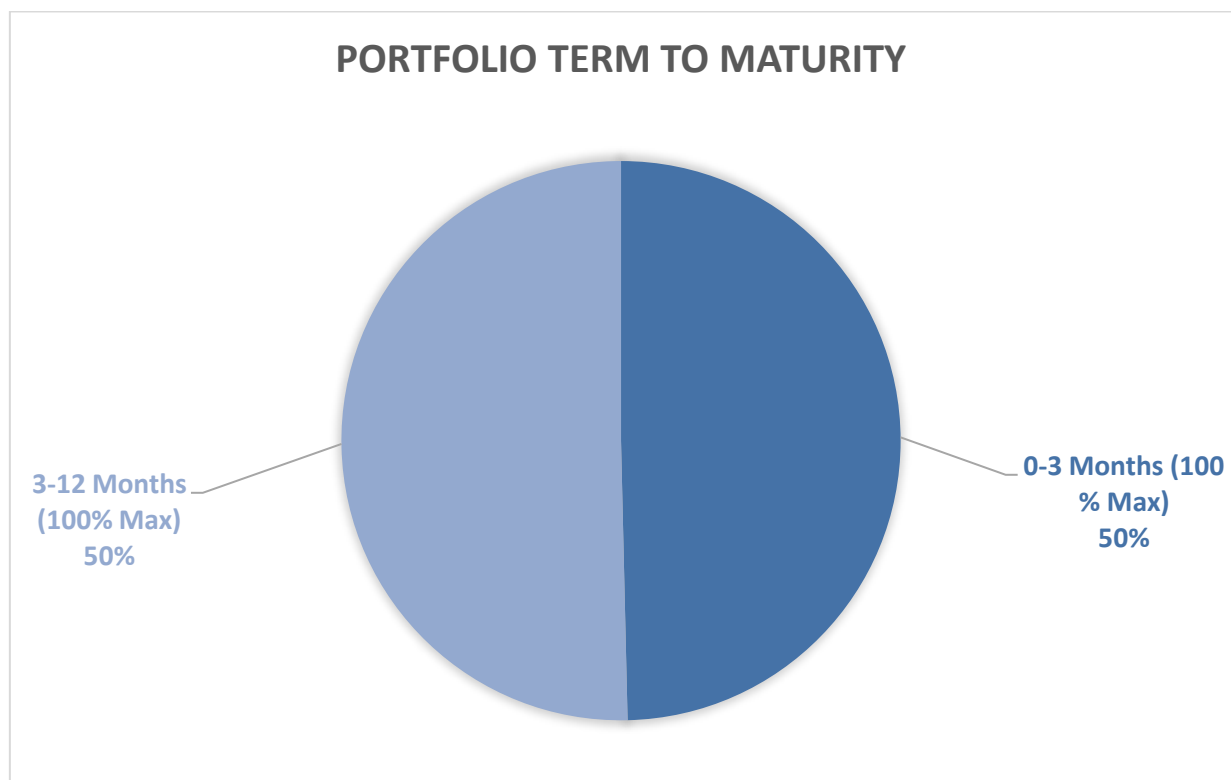
Counter Party Compliance

As at the end of February, 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

A handwritten signature in blue ink, appearing to read 'P Smith', is written over a faint, light blue grid background.

Peter Smith
Responsible Accounting Officer

8.4 SUSTAINABLE DEVELOPMENT

Nil

8.5 ENGINEERING COOTAMUNDRA

8.5.1 WORK HEALTH AND SAFETY (WH&S) POLICY

DOCUMENT NUMBER	437227
REPORTING OFFICER	Madlin Snell, Risk HSE Officer
AUTHORISING OFFICER	Trevor Dando, Acting Deputy General Manager Operations
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 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 WH&S Act 2011, WH&S Regulation 2017 & Local Government (State) Award 2010
POLICY IMPLICATIONS	The policy lists a number of existing policies, which relate to WHS and which should be read in conjunction with this policy
ATTACHMENTS	1. Work Health & Safety Policy ↓

RECOMMENDATION

That the updated Work Health & Safety Policy, attached to the report, be received and noted.

Introduction

The updated Work Health and Safety Policy outlines Council's commitment to ensuring the health and safety of all its employees and taking all reasonable and practical steps to provide a safe and healthy workplace for all employees, contract workers and visitors to Council work sites.

The updated Work Health and Safety Policy is presented to Council for the information of Councillors.

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

The report purpose does not conflict with guidelines



Work Health and Safety (WH&S) Policy

Policy Approval and Distribution

Approved by	General Manager
Responsible Officer	WHS & Risk Officer/s
Section/Service Unit	Work Health Safety
Next Review Date	27 May 2029

Version Control

Ref	Date	Description	Resolution Number
0.1	04- 11-2019	Presented to GM for signature.	
0.2	6- 11-2019	Adopted by GM	
0.3	24-02-2022	Presented to GM for approval	
0.4	24-02-2022	Adopted by GM	
0.5	27-05-2025	Presenting to council	

Purpose

To set out Council's policy with regard to WH&S

Scope

This policy is applicable to:

- All Council Employees
- Contractors who undertake work on behalf of Council
- Volunteers who undertake work on behalf of Council

Objectives

Council is committed to:

- Ensuring the health and safety of all its employees.
- Taking all reasonable and practical steps to provide a safe and healthy workplace for all employees, contract (see policy application below) workers and visitors to Council work sites.
- Consulting with its employees to implement and maintain safety procedures and systems to ensure the health and safety of all persons on Council's work sites.
- Complying with all relevant legislation pertaining to WH & S.
- To reduce the incidence and severity of accidents, injuries, and workplace illnesses caused by our activities

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

WH&S Act 2011

WH&S Regulation 2017

Local Government (State) Award **2023**

Workplace Injury Management and Workers Compensation Act 1998

Related CGRC Policies, Procedures and Forms

Council has a number of existing policies, which relate to WH & S and which should be read in conjunction with this policy.

Specifically these are:

- Protective clothing policy
- Safety vests/High visibility polo shirts
- Safety helmet policy
- Eye protection
- Sewer manholes
- Trench shoring
- Hearing protection
- Sun protection
- Immunisation of Council employees
- Workplace safety inspections
- Electrical safety when working on water services
- Volunteer workers

Review Period

This document is to be reviewed every 3 years to ensure that it remains relevant and meets legislative requirements.

Policy Statement

To implement this policy Council will establish, in consultation with staff;

- Procedures for risk identification and reporting
- A committee for reviewing, on a regular basis, the effectiveness and efficiency of Council's WH & S practices.
- Rehabilitation and return to work programs for injured workers.
- Developing, effectively implementing, and reviewing this Work Health and Safety (WHS) Policy.
- The risk management process and ensuring consistency with the nature of our workplace activities and scale of WHS risks
- Providing appropriate WHS training to all workers.
- The consultation process to ensure all workers and the Persons Conducting Business or Undertaking (PCBU) is included in the decision making processes impacting on work health and safety.
- The dissemination of WHS information to all workers, PCBU's and others at the workplace.

Implementing the provisions of this Policy consistently in all areas of our business activity and on all sites where our activities are undertaken.

Accountabilities

Persons Conducting Business or Undertaking (PCBU)

Section 19 of the WHS Act 2011, Primary Duty of Care, states

- A person conducting a business or undertaking (PCBU) must ensure, so far as is reasonable practicable, the health and safety of:
 - Workers engaged, or caused to be engaged by the person, and
 - Workers whose activities in carrying out work are influenced or directed by the person, while the workers are at work in the business or undertaking

As the PCBU, Council has the responsibility, so far as is reasonably practicable, to eliminate risks to the health and safety of its workers, and when elimination is not possible, to minimize those risks. Further, Council will ensure, so far as is reasonably practicable, that other persons are not put at risk from works being undertaken by Council's behalf.

General Manager

By exercising due diligence, the General Manager is responsible for ensuring that Council complies with its duties and obligations under WHS Law;

- Ensuring that an appropriate risk management system is in place to meet the statutory obligations of Council under the WH&S Act 2011 and the WH&S Regulation 2017.
- Ensuring the policy framework to promote a safe and healthy workplace is in place for all Council employees.
- Ensuring appropriate procedures, including consultation with employees, are in place to effectively monitor and manage the health and safety of all Council employees, Contractors and Visitors to Council work sites.
- Ensuring there is a demonstrated commitment to and effective management of the WH&S policies by Council's directors.
- Reviewing the performance of Council to verify compliance with the statutory WH&S and risk management obligations of Council.
- Ensuring there is an appropriate audit strategy in place to verify Council's WH&S performance.

Deputy General Manager

By exercising due diligence, each Deputy General Manager is responsible for ensuring that Council complies with its duties and obligations under WHS Law

- Cooperation with the General Manager to assist in developing and implementing effective risk management procedures.
- Ensure that within their area of responsibility there are appropriate arrangements for workplace hazards to be identified.
- **Implement and monitor systems to ensure safe working conditions in their workplace as far as reasonably practical.**
- **Ensure that the operational areas for which they are responsible have adequate resources and staff with appropriate skills and expertise to undertake work tasks in a safe manner.**
- Where workplace hazards are identified, undertake risk assessment and instigate mitigation procedures with periodic reviews to ensure risk mitigation strategies continue to be effective and appropriate.

- Periodically review workplace consultation arrangements to ensure risk reporting and review are operating in accordance with agreed procedures.
- Ensure subordinates are discharging their responsibilities for WH & S and are operating in accordance with agreed WH&S procedures.
- Ensure that the operational areas for which they are responsible have adequate resources and staff with appropriate skills and expertise to undertake work tasks in a safe manner.
- Ensure staff breaching WH&S and/or risk management procedures are subject to investigation followed by appropriate retraining/up skilling or disciplinary action.
- Demonstrating a commitment to promoting a safe workplace and observation of relevant safety procedures.

Supervisors

A supervisor for the purposes of this policy is considered to be any employee of Council who exercises a direct supervisory role over other staff at the workplace.

A supervisor is responsible for:

- Ensuring, in consultation with the Council staff commencing a task or project that all foreseeable hazards have been identified and appropriate risk management procedures have been put in place.
- Where necessary, advise the appropriate manager of any identified training requirements to enable Council staff to carry out the relevant risk identification and management procedures.
- Ensuring that staff are aware of their obligation to follow risk management procedures, including, where necessary, initiating disciplinary procedures for breaches of risk management procedures.
- As required provide support and practical guidance to Council employees to enable them to undertake their tasks in a safe manner consistent with the Councils adopted risk management procedures.
- By personal example demonstrate a commitment to promoting a safe Council workplace.

Council Employees

Council staff have a critical role to play in ensuring a safe Council workplace.

Their responsibilities are:

- To assist Council supervisors and managers in identifying hazards at the workplace.
- To participate in the assessment of the risk associated with the identified hazards at the workplace.
- To be involved in the development and reviews of risk management procedures.
- To ensure that by their individual actions they do not place themselves or other persons at risk of harm.
- Be aware of and follow Councils adopted risk management procedures when undertaking tasks.
- Follow the reasonable direction of supervisors and managers with regard to safety.
- Report as soon as possible to their supervisor or manager any WH&S incident in the work place. This includes reporting near miss incidents. This information can help improve workplace management for future works.
- Accept a duty of care for fellow staff members and promote safe work attitudes and methods in the workplace.

Contractors, Volunteers and Visitors

Contractors and volunteers undertaking tasks or projects on behalf of Council, are responsible for complying with all relevant Council risk management procedures and for performing such tasks in a safe manner. Any identified hazard that could hinder them in performing their tasks safely should be immediately reported to a Council supervisor or manager.

Safety Committee

The Safety Committee ensures a consultative approach is maintained and employees are advised and involved in changes that affect WHS.

The WHS Management System used by Council provides the framework for setting and reviewing measurable objectives and targets to ensure continual improvement aimed at the elimination of all workplace injury and illness. Individual commitment and a team effort are essential to ensure that hazard identification and risk management become everyone's responsibility. Periodic reviews of the system will ensure that it remains relevant and effective for all of Council's operations.



8.5.2 COOTAMUNDRA ENGINEERING REPORT - MAY 2025

DOCUMENT NUMBER	437184
REPORTING OFFICER	Julie Buckley, Operations Support Officer
AUTHORISING OFFICER	Trevor Dando, Acting Deputy General Manager Operations
RELEVANCE TO COMMUNITY STRATEGIC PLAN	5. Integrated and accessible region 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 Cootamundra Engineering Report for the month of May 2025 be noted.

Introduction

The Cootamundra Engineering Report for the month of May 2025 is submitted for the information of Council and the community.

DiscussionFixing Local Roads

Sealing of Stage 2 of the Hovell Street works was completed on 9 May 2025. Kerb works on Stage 3 of the Hovell Street have been completed and Stage 3 earthworks has commenced.

State Roads

Stage 2 heavy patching works on Burley Griffin Way, west of Stockinbingal have been completed.

Table drain cleaning and shoulder rehabilitation on the Olympic Highway, north of Cootamundra are continuing.

RMCC crews have undertaken minor pavement repairs and weed spraying.

Water and Sewer

Tenders for the Betts Street Sewerage Pumping Station (SPS) Rising Main Replacement have closed and submissions are being evaluated.

General Works

Gravel patching and maintenance grading has been carried out in the Brawlin area, Millvale Road and Faulks Lane.

Jet patching has been carried out on Silo Road, West Jindalee, the Olympic Highway, Burley Griffin Way and various locations throughout the municipality.

Council's crews have undertaken guidepost, sign and footpath maintenance in the Cootamundra township.

Flood Studies

Following completion of the Cootamundra Floodplain Risk Management Study and Plan in 2023, flood management specialists have been engaged to progress some of the key recommended floodplain risk management measures for the following projects:

- Cootamundra Flood Warning System review.
- Cootamundra Turf Club Detention Basin and McGowan Street Levee Feasibility Study.

Inland Rail Project - Illabo to Stockinbingal

John Holland Pty Ltd is the principal contractor undertaking the Illabo to Stockinbingal section of the project on behalf of Inland Rail Pty Ltd. Their role is to prepare detailed design drawings and develop various supporting documents prior to constructing the new freight rail line. Significant interaction and involvement have been taking place in recent weeks between Council Engineers and Planners, and the John Holland and ARTC teams as the designs and documents are being developed. Sometimes up to four meetings per week varying from 1 to 3 hours are being scheduled requiring a significant investment of staff time.

The packages of work affecting Council include:

- E3 - Public Level Crossings
- E9 - Old Cootamundra Underbridge
- H9 - Dudauman Creek Underbridge
- M2 - Public Roads (Old Cootamundra Road, Dudauman Road, Corby's Lane, Troy Street & Burley Griffin Way)

Design plans for the above works are being provided to Council for review and comments at several stages of the design. In addition, Risk Management plans during the design phases are also being reviewed during on-line meetings. Other documents currently under review and being commented on include:

- L2 – Maintenance Responsibility Plan
- D9 - Flood Assessment –Transmittal TBA

The following documents have previously been commented on by Council's Planners:

- Site Establishment Management Plan
- Noise & Vibration Management Plan
- Soil & Water Management Plan
- Heritage Management Plan
- Flood Emergency Management Plan.

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 ENGINEERING REPORT - MAY 2025

DOCUMENT NUMBER	437579
REPORTING OFFICER	Belle Mooney, Operations Support Officer
AUTHORISING OFFICER	Trevor Dando, Acting Deputy General Manager Operations
RELEVANCE TO COMMUNITY STRATEGIC PLAN	5. Integrated and accessible region 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 Gundagai Engineering Report for the month of May 2025 be noted.

Introduction

The Gundagai Engineering Report for the month of May 2025 is submitted for the information of Council and the community.

Natural Disaster

Natural Disaster restoration works continued throughout the area with identified damages now completed on Crowes Road and Cooininee Road. Council staff will continue to work through the listed defects in the coming months when resources are available to do so.

Regional Emergency Road Repair Fund (RERRF)



West Street Rehabilitation:

West Street Rehabilitation has commenced being a complete rehabilitation of the West St and Hanley St intersection. The first stage is now complete with Council staff completing the preparation of new kerb and gutter and pouring of the concrete to be undertaken in mid May. The intersection will then undergo rehabilitation of the road comprising of milling, stabilising and sealing.

Fixing Country Bridges Round 2**Hillas Creek Bridge**

Council staff are continuing the construction of the road approaches to the newly constructed bridge with bulk earthworks completed this week. Staff will now import suitable gravel to provide a quality base for the bitumen to be laid on. Once sealed the final stages of signage and guardrail will commence with the project expected to be completed by the end of May.

General Works

Council staff continue to work through the maintenance grading program with teams working on the Old Hume Highway, Deltroit Road, Cooneys Creek Rd and Sommerset Road throughout May.

Natural disaster flood damages have been completed on Cooneys Creek Rd. Staff will commence damages and gravel resheeting on Bundarbo Road by the end of May.

Water and Sewer

The filter rehabilitation works have continued at the Gundagai Water Treatment Plant. Council has completed the bathymetric survey of the Murrumbidgee River. This survey will support effective design decisions for the upgraded water intake structure.

Water and Sewer teams have completed ongoing maintenance and operations to the treatment plants, as well as mains repairs when required along with the completion of the quarter 4 water meter reads.

Council staff are working through the stop valve and hydrant maintenance program when available to do so. This involves the cleaning out, painting and locating of mains for mapping upgrades.

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.

8.6.2 PLANT REPLACEMENT PROGRAM 2025/2026

DOCUMENT NUMBER	433272
REPORTING OFFICER	Belle Mooney, Operations Support Officer
AUTHORISING OFFICER	Trevor Dando, Acting Deputy General Manager Operations
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 4.2 Proactive, practical Council leaders who are aligned with community needs and values
FINANCIAL IMPLICATIONS	Plant Replacement Budget of \$2.6m gross purchase, \$650k asset disposals, resulting in net capital purchase of \$1.95m.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

- 1. The 2025/2026 Plant Replacement Program be endorsed.**
- 2. Council endorses the 2025/2026 Plant Replacement Budget of \$2.6m gross purchase, \$650k asset disposals, resulting in net capital purchase of \$1.95m.**
- 3. Following endorsement of the 2025/26 budget, Council authorise the advance ordering of plant given the significant lead times expected.**

Introduction

The plant replacement program has been reviewed by relevant managers and finalised in preparation for 25-26 financial year. This typically would be adopted with the financial budget, however, early consideration of plant is warranted due to the extended wait times for plant purchasing.

Discussion

The plant replacement program has been developed based on the plant items that have met their scheduled replacement date, plant items that have high utilization resulting in the need for replacement and management of cash flows across financial years and budget areas. Plant items are split into three key areas, light vehicles – leaseback, light vehicles – operational and heavy vehicles. Managers have contacted relevant vehicle suppliers, who have provided estimated timeframes for plant delivery.

Heavy Plant Table 1 outlines the Heavy Plant items scheduled for replacement in the 25-26 financial year, the approximate value of the plant, the suppliers estimated delivery timeframe and those intended to be procured before the 25-26 financial year.

Table 1 – Heavy Plant Replacement FY 2025 – 2026 – Gundagai

Plant Number	Description	Estimated Sale of existing Plant item	Estimated Purchase Price	Net Purchase Cost	Comments
3217	Hino 300 Series dual Cab	\$20,750	\$125,000	\$104,250	Replace Due to age
3409	Hino 300 Series Single Cab Tipper	\$21,250	\$87,750	\$66,500	Replace Due to age
3202	Concrete Dual Cab Truck	\$25,000	\$90,000	\$65,000	Replace Due to age
NEW PLANT	Lime Spreader		\$175,000	\$175,000	Creates efficiencies
2304	Smooth Drum Roller	\$40,000	\$200,000	\$160,000	Replace Due to age
2002	Hyster Forklift – Landfill	\$15,000	\$85,000	\$70,000	Replace Due to age
NEW PLANT	Dual Reel Spray Unit		\$25,000	\$25,000	
NEW PLANT	Flail Mower Attachment (72in Mower)		\$15,000	\$15,000	
6227	John Deere 72 In Mower	\$8,300	\$35,000	\$26,700	Replace Due to Repairs
Total		\$130,000	\$887,750	\$757,450	

Table 2 – Light Plant Replacement FY 2025 – 2026 – Gundagai

Plant Number	Description	Estimated Sale of Existing Plant item	Estimated Purchase Price	Net Purchase Cost	Comments
7049	2020 Ford Everest	\$26,500	\$58,000	\$31,500	139,232 km
7053	2021 Ford Ranger	\$28,000	\$58,000	\$30,000	139,522 km
7058	2021 Toyota Rav4	\$28,000	\$56,000	\$28,000	149,184 km
7059	2021 Mitsubishi Triton	\$30,000	\$62,000	\$32,000	107,123 km
7064	2022 Nissan Navara	\$28,000	\$54,000	\$26,000	122,479 km
7068	2023 Ford Ranger	\$30,000	\$62,000	\$32,000	117,194 km
7539	2017 Mazda BT-50	\$23,000	\$50,000	\$27,000	129,044 km

7542	2019 Holden Colorado	\$21,000	\$52,000	\$31,000	92,878 km
7530	2018 Toyota Landcruiser	\$25,650	\$90,000	\$64,350	123,143 km
7531	2018 Holden Colorado	\$17,250	\$45,000	\$27,750	122,234 km
Total		\$257,400	\$587,000	\$329,100	

Table 3 – Heavy Plant Replacement FY 2025 – 2026 – Cootamundra

Plant Number	Description	Estimated Sale of existing Plant item	Estimated Purchase Price	Net Purchase Cost	Comments
1103	2013 Komatsu Mini Excavator	\$10,000.00	\$120,000	\$110,000	Replace Due to age
6214	Walker Mower Tractor	\$10,000.00	\$55,000	\$45,000	Replace Due to age
6008	2015 JCB Telehandler	\$20,000.00	\$130,000	\$110,000	Replace Due to age
3213	2017 Isuzu NPR Truck	\$15,000.00	\$110,000	\$95,000	Replace Due to age
4004	Compact Utility Tractor	\$5,000	\$30,000	\$25,000	Replace Due to age
3216	717 Tipper 300 Series	\$15,000	\$75,000	\$60,000	Replace Due to age
6223	Walker Mower	\$10,000	\$35,000	\$25,000	Replace Due to age
3215	717 Tipper 300 Series	\$15,000	\$75,000	\$60,000	Replace Due to age
NEW PLANT	Concrete Trailer		\$8,000	\$8,000	
NEW PLANT	Heavy Duty Slasher		\$15,000	\$15,000	
NEW PLANT	EEL Camera		\$15,000	\$15,000	
NEW PLANT	Vacuum Trailer		\$60,000	\$60,000	
NEW PLANT	Water Cart Jetter Attach		\$15,000	\$15,000	
Total		\$100,000	\$743,000	\$643,000	

Table 4 – Light Plant Replacement FY 2025 – 2026 – Cootamundra

Plant Number	Description	Estimated Sale of existing Plant item	Estimated Purchase Price	Net Purchase Cost	Comments
7007	2017 Toyota Corolla	\$10,750	\$40,000	\$29,250	93,217 km
7033	2018 Holden Equinox	\$10,500	\$55,000	\$44,500	135,790 km
7526	2017 Toyota HiLux	\$15,650	\$45,000	\$29,350	119,385 km
7537	2019 Toyota Landcruiser	\$28,650	\$90,000	\$61,350	161,303 km
7540	2019 Holden Colorado	\$17,250	\$45,000	\$27,750	122,234 km
7536	2018 Holden Colorado	\$17,250	\$45,000	\$27,750	120,660 km
Total		\$100,050	320,000	\$219,950	

Financial

The plant replacement program will result in a total capital expenditure allocation of \$2,600,000 being assigned from the 25-26 financial year budget. Of this, an allocation to be determined may be committed prior to the financial year.

The proposed budget is detailed in Table 5. A significant portion of replacement program will be funded through plant hire income when plant is utilised on projects, along with income from sale of the plant items being replaced.

Table 5 – Operating and Capital Budget 2025-2026

Plant Budget 25/26	
Operating income	
Leaseback fees	(\$ 75,000)
Diesel fuel rebate	(\$ 114,000)
Insurance reimbursements	(\$ 10,000)
Plant hire income	(\$ 3,800,000)
Total operating income	(\$ 3,999,000)
Operating expenditure	
Salaries and wages	\$ 466,922

Materials purchased	\$ 980,480
Fuel	\$ 1,085,774
Insurance	\$ 226,359
Registration	\$ 220,094
Depot expenditure	\$ 52,363
Total operating expenditure	\$ 3,031,992
Net operating surplus	(\$ 967,008)
Capital income	
Sale of plant – (Heavy & Light)	(\$ 650,000)
Interest on reserve	(\$ 15,000)
Total capital income	(\$ 665,000)
Capital expense	
Purchase of Heavy & Light Plant Purchase	\$2,600,000
Equipment purchase	\$ 0
Total capital expense	\$ 2,600,000
Net capital expenditure	\$ 1,935,000
Plant Deficit 25/26	\$ 967,992

Plant Reserves	
Opening plant reserve	\$ 2,565,453
Transfer to/(from) reserve	\$ (967,992)
Closing plant Reserves	\$ 1,597,461

OLG 23a Guideline consideration

Procuring plant promptly, is aimed at ensuring that the Plant Replacement Program 2025-2026 does not roll into the 26-27 financial year, where it will have additional implications due to the demerger, if that still goes ahead. Plant replacement is a regular budget item in our operational plan and this year there will be no purchases that will result in contracts being entered into over \$250,000.

8.6.3 UPDATE ON PLANT REPLACEMENT PROGRAM 2024/25

DOCUMENT NUMBER	422005
REPORTING OFFICER	Belle Mooney, Operations Support Officer
AUTHORISING OFFICER	Trevor Dando, Acting Deputy General Manager Operations
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 4.2 Proactive, practical Council leaders who are aligned with community needs and values
FINANCIAL IMPLICATIONS	Nil.
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 note the update report on the Plant Replacement Program for 2024/25 financial year.

Introduction

The 2024/25 Plant Replacement Program was adopted by Council at the Ordinary Meeting on 23 April 2024 (Min.no.095/2024). This report is to provide an update to Council on the completion of the Plant Replacement Program for 2024/25.

Discussion

The 2024/25 Plant Replacement Program was developed based on the plant items that have met their scheduled replacement date, plant items that have high utilisation resulting in the need for replacement and management of cash flows across financial years and budget areas. Plant items are split into three key areas – leaseback, light vehicles (operational) and heavy vehicles.

The following four tables provide an update and the financial section provide an update on what was achieved for Council's Plant Replacement Program for the 24/25 financial year.

Table 1 –Heavy Plant Replacement FY 2024 / 2025 – Gundagai

Plant Number	Description	Comments
3604	2015 Hino 700 Tipper	Replaced
2303	HAMM Roller	Replaced
5007	Tipper Trailer to match Plant 3604	Replaced
3218	Hino 300 Series Dual Cab	Replaced
3218	Hino 300 Series Dual Cab	Replaced
6002	Sewer Jetter	Replaced
3401	Bridge Truck – To be replaced with a Semi Trailer Tipper	Replaced
3004	Hako Footpath Scrubber	New Scrubber on Order (treated as committed funds for 24/25FY)
3217	Hino 300 Series Dual Cab	Not Replaced*
3409	Hino 300 Series Single Cab Tipper	Not Replaced*
3202	Concrete Dual Cab Truck	Not Replaced*

Note: Items marked with an * will be rolled over to the 25/26 FY Program due to disposal income not being as high as anticipated.

Table 2 –Light Plant Replacement FY 2024 / 2025 – Gundagai

Plant Number	Description	Comments
7510	2015 Ford Ranger Single Cab	Replaced
7056	Isuzu DMax	Replaced
7530	2018 Toyota Landcruiser	Replaced
7035	2018 Holden Equinox FWD	Replaced
7502	2012 Toyota Hilux 4x2 Single Cab	Not Replaced*

Note: Items marked with an * will be rolled over to the 25/26 FY Program due to disposal income not being as high as anticipated.

Table 3 – Heavy Plant Replacement FY 2024 / 2025 – Cootamundra

Plant Number	Description	Comments
3608	Isuzu Jetpatcher	New Jetpatcher on Order (treated as committed funds for 24/25FY)
3405	Mitsubishi Water Cart	Replaced
6215	Kubota Mower	Replaced
6216	Kubota Mower	Replaced
6217	Kubota Mower	Replaced
NEW	Lime Spreader	New Plant
6214	Walker Mower	Not Replaced. Rolled over to 26 FY*

Note: Items marked with an * will be rolled over to the 25/26 FY Program due to disposal income not being as high as anticipated.

Table 4 – Light Plant Replacement FY 2024 / 2025 – Cootamundra

Plant Number	Description	Comments
7021	Ford Escape	Replaced
7051	Mazda CX-9	Replaced
7038	Toyota Fortuner	Replaced
7541	Holden Colorado	Replaced
7034	Holden Equinox	Replaced
7052	Subaru Outback	Replaced
7007	Toyota Corolla	Not Replaced*
7537	Toyota Landcruiser	Not Replaced*

Note: Items marked with an * will be rolled over to the 25/26 FY Program due to disposal income not being as high as anticipated.

Financial

The plant replacement program for both Gundagai and Cootamundra are presented in Tables 5 and 6 below. The main variance that affected reaching the target of all the plant nominated being replaced, was that the disposal income was well below anticipated (58% for Gundagai and 46% for Cootamundra).

As a result, 7 out of the 31 (22%) plant replacements were not able to occur, in order to stay within the budget for 24/25FY.

In preparing the fleet replacement program for 25/26FY a more conservative estimate for disposal income has been factored in.

Table 5 – Actual v Budget for FY 2024 / 2025 – Gundagai

	Budget	Actual
Purchases	1,300,000	\$847,758
Committed	Nil	\$128,595
Less Disposal Income	\$498,950	\$207,737
Total	\$801,050	\$768,616

Table 6 – Actual v Budget for FY 2024 / 2025 – Cootamundra

	Budget	Actual
Purchases	1,300,000	\$1,399,422
Carry over	\$808,049 ⁺	Nil
Committed	Nil	\$447,919
Less Disposal Income	\$473,550	\$253,336
Total	\$1,634,499	\$1,594,005

Note: + The 2024 FY plant budget was undersubscribed by \$808,049 so was carried forward.

OLG 23a Guideline consideration

Procuring plant promptly, was aimed at ensuring the Plant Replacement Program 2024/25 did not roll into the 2025/26 financial year. As can be seen above, this strategy has placed Council in good stead to overcome the long lead times for plant purchases and enable it to achieve all the required purchases by May 2025. This will continue to be implemented for the 25/26FY.

8.7 REGIONAL SERVICES GUNDAGAI

8.7.1 GUNDAGAI REGIONAL SERVICES WORKS REPORT

DOCUMENT NUMBER	437649
REPORTING OFFICER	Donna Britton, Operations Support Officer - Facilities
AUTHORISING OFFICER	Trevor Dando, Acting Deputy General Manager Operations
RELEVANCE TO COMMUNITY STRATEGIC PLAN	2. A region for the future 3.2 We have attractive towns and villages
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 Gundagai Regional Services Department, Monthly works report be received and noted.

Introduction

This report is an overview of the works Gundagai Regional Services performed over the previous month and intends to give an update on the ongoing works and projects being conducted.

Discussion

This report covers the Regional Services projects and works over the month, detailing the operational activities, information on the progress of projects and the routine duties of this division.

Gundagai Parks & Gardens Section – Parks, Reserves, Sporting Fields, and Playgrounds - Achievements for the month include:

- Sporting fields have been marked for upcoming games and athletic carnivals.
- Sheridan Street irrigation and topsoil has been completed.
- Fire mitigation at Nangus Western fire break, Muttama and Coolac have been completed.
- General maintenance on all parks and common areas
- Muttama Village maintenance has been undertaken prior to the Muttama Hall 100-year celebrations on the 17th and 18th of May 2025.

Cemeteries – North Gundagai Lawn & Monumental, South Gundagai, Tumblong, Coolac, Mount Adrah, Muttama, Adjungbilly, Nangus, Wagragobilly (Darbalara). Cemetery work activities this month include:

- There were 4 interments across the Gundagai Cemeteries.
- There have been 6 headstones, and 2 plaques installed.
- Preparation of beam for installation of granite desktops on new beam.
- Irrigation in the Lawn cemetery has had repairs completed.

Biosecurity –

Targets for the current Weed Action Plan (WAP) are almost completed with only inspections on waterways and one high risk site to be completed.

These will be completed in the coming weeks.

BIS Records for inspections:

Region	ISP Goal	Biosecurity Activity	Land Tenure	Date of Activity	Weeds Pre: Weed Common Name	General Comments
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	7/04/2025	Yes Bathurst burr	Inspection of local cattle feed lot as a named HR site for priority weed entry into the LGA. Focus on Parthenium. I
Riverina	GOAL 1 - EXCLUDE	Inspection	Private	7/04/2025	No Parthenium weed	Inspection of Jugiong cattle feedlot as a HR site for priority weed entry into LGA. Nothing observed.
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	8/04/2025	Yes Spear thistle	Inspection of abattoir grounds and facilities as HRS for priority weed introduction to the LGA. Incursions of spear
Riverina	GOAL 1 - EXCLUDE	Inspection	Private	8/04/2025	No Parthenium weed	Inspection of abattoir grounds and facilities as a HRS for priority weed introduction to the LGA. Focus on Parthen
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Control	Local Government	8/04/2025	Yes Tiger pear	The Tiger Pear infestation was chemically controlled.
Riverina	GOAL 4 - CAPACITY BUILDING	Extension	Local Land Services	11/12/2024	No	Attended RRWC Meeting 11/12/2024.
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Control	Local Government	9/04/2025	Yes Tiger pear	The Tiger Pear infestation was chemically controlled, located at -35.077112, 148.119522.
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Control	Local Government	9/04/2025	Yes Tiger pear	Tiger Pear at -35.077249, 148.119852, was chemically controlled.
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	State Government	4/04/2025	No Sticky nightshade	Inspection of rail corridor for state and regional priority weeds. Area recently sprayed and slashed. Nothing obser
Riverina	GOAL 1 - EXCLUDE	Inspection	Local Government	9/04/2025	No Tropical soda apple	Inspection of Cootamundra sale yards as a named HRS for priority weed entry into the LGA. Nothing observed. Sj
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Control	Local Government	9/04/2025	Yes Tiger pear	Tiger Pear at -35.077177, 148.120555 was chemically controlled.
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Control	Local Government	9/04/2025	Yes Tiger pear	The Tiger Pear at -35.077242, 148.119968 was chemically controlled.
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Control	Local Government	9/04/2025	Yes Tiger pear	The Tiger Pear at -35.076943, 148.120192 was chemically controlled.
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	9/04/2025	Yes Canna lily	Private property inspection for State and regional priority weeds. Incursion of canna lily observed. Contained in c
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	9/04/2025	Yes Privet - broad-leaf	Private property inspection for State and regional priority weeds. Incursion of broad leaf privet observed.
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	9/04/2025	Yes Cotoneaster	Private property inspection for State and regional priority weeds. Incursion of cotoneaster observed.
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	9/04/2025	Yes Privet - broad-leaf	Private property inspection for State and regional priority weeds. Incursion of broad leaf privet observed.
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	9/04/2025	Yes Privet - broad-leaf	Private property inspection for State and regional priority weeds. Incursion of broad leaf privet observed.
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	9/04/2025	Yes Foxtail fern	Private property inspection for State and regional priority weeds. Incursions of foxtail fern observed. Contained in
Riverina	GOAL 1 - EXCLUDE	Inspection	Private	9/04/2025	No Mexican feather grass	Private property inspections for State and regional priority weeds. Residential area and gardens. Focus on Mexic:
Riverina	GOAL 1 - EXCLUDE	Inspection	Private	9/04/2025	No	Inspection of private property for State and regional priority weeds. Focus on Mexican feather grass in residentia
Riverina	GOAL 1 - EXCLUDE	Inspection	Private	9/04/2025	No	Private property inspection for State and regional priority weeds. Land area under false turf. Nothing observed.
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	9/04/2025	Yes Cotoneaster	Private property inspection for State and regional priority weeds. Incursion of cotoneaster observed.
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Control	Local Government	9/04/2025	Yes Tiger pear	The Tiger Pear at -35.076610, 148.113257 was chemically controlled.
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Control	Local Government	9/04/2025	Yes Johnson grass	The Johnson Grass infestation on Edwardstown Rd was chemically controlled. Started spraying at -35.128638, :
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Control	Local Government	10/04/2025	Yes Johnson grass	Second herbicide application on Johnson Grass infestation on side of road. The regrowth after first spray was mx
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Control	Local Government	10/04/2025	Yes Prickly pears - Opuntias	The Prickly Pear species was chemically controlled. Located at -35.060089, 148.099317.
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Control	Local Government	10/04/2025	Yes Prickly pears - Opuntias	The Prickly Pear species was chemically controlled, 1st application. Located at -35.059303, 148.094478 .
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Control	Local Government	10/04/2025	Yes Tiger pear	Third herbicide application on Tiger Pear infestation. Located at -35.077325, 148.121527.
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Control	Local Government	10/04/2025	Yes Tiger pear	Tiger Pear, 1st herbicide application, located at -35.076817, 148.112543 .
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Control	Local Government	10/04/2025	Yes Blackberry	Blackberry present, 1st herbicide application, located at -35.076227, 148.110088 .
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	10/04/2025	Yes Khaki weed	Private property inspection for State and regional priority weeds. Focus on Mexican feather grass in residential gi
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	10/04/2025	Yes Canna lily	Private property inspection for State and regional priority weeds. Focus on Mexican feather grass in residential gi
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	10/04/2025	Yes Privet - broad-leaf	Private property inspection for State and regional priority weeds. Focus on Mexican feather grass in residential gi
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	10/04/2025	Yes Canna lily	Private property inspection for State and regional priority weeds. Focus on Mexican feather grass in residential gi
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	10/04/2025	Yes Privet - broad-leaf	Private property inspection for State and regional priority weeds. Focus on Mexican feather grass in residential gi
Riverina	GOAL 1 - EXCLUDE	Inspection	Private	10/04/2025	No Mexican feather grass	Private property inspection for State and regional priority weeds. Focus on Mexican feather grass in residential gi
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	10/04/2025	Yes Privet - broad-leaf	Private property inspection for State and regional priority weeds. Focus on Mexican feather grass in residential gi
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	10/04/2025	Yes Privet - broad-leaf	Private property inspection for State and regional priority weeds. Focus on Mexican feather grass in residential gi
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	10/04/2025	Yes Cotoneaster	Private property inspection for State and regional priority weeds. Focus on Mexican feather grass in residential gi
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	10/04/2025	Yes Blue passionflower	Private property inspection for State and regional priority weeds. Focus on Mexican feather grass in residential gi
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	10/04/2025	Yes Bridal creeper	Private property inspection for State and regional priority weeds. Focus on Mexican feather grass in residential gi
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Private	10/04/2025	Yes Privet - broad-leaf	Private property inspection for State and regional priority weeds. Focus on Mexican feather grass in residential gi
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Inspection	Local Government	10/04/2025	Yes Sweet briar	Briar species present, 1st herbicide application, located at 35.108562, 148.097567.
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Control	Local Government	10/04/2025	Yes Johnson grass	Johnson Grass, 1st herbicide application, located at -35.109492, 148.097930.
Riverina	GOAL 2 - ERADICATE OR CONT/	Inspection	Local Government	10/04/2025	No	Inspected council managed land, quarry stockpile site SWA, 019, for state and regional priority weeds, none four
Riverina	GOAL 3 - EFFECTIVELY MANAGI	Control	Local Government	10/04/2025	Yes Blackberry	Blackberry present, 1st herbicide application, located at -35.110887, 148.098030.

Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	10/04/2025	Yes	Johnson grass	Johnson Grass present, 1st herbicide application, located on side of Gocup Rd at -35.112938, 148.097722.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	10/04/2025	Yes	Blackberry	Blackberry present, 1st herbicide application, located on side of Gocup Rd road at -35.105813, 148.096590.
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	11/04/2025	No		Inspected private property, Justin Smith, for state and regional priority weeds, none found. Present was Bathurst
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	11/04/2025	No		Inspected private property, Damien Somerville, for state and regional priority weeds, none found. Present was B
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	11/04/2025	No		Inspected private property, Geoffrey Moore, for state and regional priority weeds, none found. Present was Bathu
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	11/04/2025	Yes	Khaki weed	Khaki Weed, 2nd chemical application with high volume spot sprayer. Located in Palmer Park -35.053582, 148.1
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	14/04/2025	Yes	Blackberry	Blackberry, 2nd herbicide application, located on Adelong Creek under Hume Highway. -35.137890, 148.00669
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	14/04/2025	Yes	Blackberry	Blackberry, 1st herbicide application, located on Tumbalong Rd at -35.138403, 148.005788.
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	14/04/2025	Yes	Bathurst burr	Private property inspection, Leah Warmly JILW Services, for state and regional priority weeds, none found. Preser
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	14/04/2025	Yes	Blackberry	Inspected private property, Leah Warmly JILW, for state and regional priority weeds, none found. Present was Bla
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	14/04/2025	Yes	Bathurst burr	Inspected private property, Brendan Daley, for state and regional priority weeds, none found. Present was Bathu
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	14/04/2025	Yes	Star thistle	Inspected private property, Brendan Daley Wonga, for state and regional priority weeds, none found. Present wa
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	14/04/2025	No	Alligator weed	Inspected water way, Murrumbidgee River, for state and regional priority weeds, none found. Located at -35.090
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	14/04/2025	No		Inspected private property, Melinda Elliot Allin, for state and regional priority weeds, none found. Located at -35
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	15/04/2025	No		Inspecte private property, Thomas Worlodon, for state and regional priority weeds, none found. Present was No w
Central Tab	GOAL 2 - ERADICATE OR CONT/ Control	Private	15/04/2025	No	Fleabane	Inspected private property, James Warren, for state and regional priority weeds, none found. Present was Fleab
Central Tab	GOAL 2 - ERADICATE OR CONT/ Control	Private	15/04/2025	No		Inspected private property, Ronald Robinson, for state and regional priority weeds, none found. Present was Bat
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	15/04/2025	No		Inspected private property, Ann McDonald, for state and regional priority weeds, none found. Present was Bathu
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	15/04/2025	No		Inspected private property, Benjamin O'Sullivan, for state and regional priority weeds, none found. Present was B
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	15/04/2025	No		Inspected private property, Tammy Demick, for state and regional priority weeds, none found. Present was Bath
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	16/04/2025	No		Inspected private property, Kerry Rogerson, for state and regional priority weeds, none found. Present was Black
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	16/04/2025	No		Inspected private property, Tim Smith, for state and regional priority weeds, none found. Present was Bathurst B
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	16/04/2025	Yes	Scotch thistle	Cattle feedlot inspection as a named HRS for State and regional priority weed entry into the LGA area. Incursion i
Riverina	GOAL 1 - EXCLUDE Inspection	Private	16/04/2025	Yes	Bathurst burr	Inspection of cattle feedlot as a named HRS for State and regional priority weed entry into the LGA. Incursions of
Riverina	GOAL 1 - EXCLUDE Inspection	Private	16/04/2025	No	Tropical soda apple	Inspection of cattle feedlot as a HRS for State and regional priority weed entry into LGA. Focus on Tropical soda a
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	17/04/2025	Yes	Prickly pears - Opuntias	Prickly Pear spp., 2nd herbicide application with high volume sprayer, located at -35.059378, 148.094470.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	11/04/2025	Yes	Blackberry	Roadside inspection and spraying. Incursions of blackberry.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	11/04/2025	Yes	Blackberry	Roadside inspection and spraying.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	11/04/2025	Yes	Blackberry	Roadside inspection and spraying.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	11/04/2025	Yes	Blackberry	Roadside inspection and spraying.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	11/04/2025	Yes	Bathurst burr	Roadside inspection and spraying.
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Local Government	15/04/2025	No		Roadside inspection for state and regional priority weeds. Nothing observed.
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	State Government	15/04/2025	No		Roadside inspection for state and regional priority weeds. Nothing observed.
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Local Government	15/04/2025	No		Roadside inspection for state and regional priority weeds. Nothing observed.
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Local Government	15/04/2025	Yes		Roadside inspection for state and regional priority weeds. Nothing observed. Incursion of horehound present.
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Local Government	15/04/2025	No		Roadside inspection for state and regional priority weeds. Nothing observed.
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Local Government	15/04/2025	No		Roadside inspection for state and regional priority weeds. Nothing observed.
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Local Government	15/04/2025	No		Roadside inspection for state and regional priority weeds. Nothing observed.
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Local Government	15/04/2025	No		Roadside inspection for state and regional priority weeds. Nothing observed.
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Local Government	15/04/2025	No		Roadside inspection for state and regional priority weeds. Nothing observed.
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	17/04/2025	No		Water body inspection, dam, for state and regional priority weeds, none found. Located at -34.980098, 148.1214
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	17/04/2025	Yes	Khaki weed	Private property inspection, Cindy Smith, for state and regional priority weeds. None found. Present was Khaki W
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	17/04/2025	Yes	Bathurst burr	Private property inspection, Cindy Smith, for state and regional priority weeds, none found. Present was Bathurs
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	17/04/2025	Yes	Blackberry	Private property inspection, Cindy Smith, for state and regional priority weeds, none found. Present was Blackbe
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	17/04/2025	Yes	Bathurst burr	Private property inspection, Kerin Marshall, for state and regional priority weeds, none found. Present was Bathu
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	17/04/2025	Yes	Blackberry	Private property inspection, Kerin Marshall, for state and regional priority weeds, none found. Present was Blaci
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	22/04/2025	No	Black willow	Inspected private property, Darrell Edwards, for state and regional priority weeds, none found. Present was a wil
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	15/04/2025	Yes	Fleabane	Private property inspection, James Warren, for state and regional priority weeds, none found. Present was 'Cony
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	15/04/2025	Yes	Bathurst burr	Private property inspection, Ronald Robinson, for state and regional goal 1 and 2 priority weeds, none found. Pre
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	23/04/2025	Yes	Tiger pear	Tiger Pear, 2nd herbicide application with high volume sprayer, located at -35.077185, 148.120516.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	23/04/2025	Yes	Blackberry	Blackberry, 2nd herbicide application from high volume sprayer, located at -35.076163, 148.109793.
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Local Government	22/04/2025	No	Sticky nightshade	Roadside inspection for state and regional priority weeds. Nothing observed.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	22/04/2025	Yes	Blackberry	Roadside spraying BlackBerry incursions.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	22/04/2025	Yes	Blackberry	Roadside spraying BlackBerry incursions.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	22/04/2025	Yes	Blackberry	Cemetery ground inspection Wallendbeen - for state and regional priority weed incursions. Incursion of blackbe
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Local Government	23/04/2025	Yes	Blackberry	Private property inspection, James McCusker, for state and regional priority weeds, none found. Present was Bla
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	23/04/2025	Yes	St. Barnaby's thistle	Private property inspection, James McCusker, for goal 1 and goal 2 state and regional priority weeds. None foun
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Private	23/04/2025	Yes	Sticky nightshade	Private property inspection, James McCusker, for goal-1 and goal-2 priority weeds, none found. Present was Stic
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	24/04/2025	Yes	Blackberry	Blackberry, 1st herbicide application, located at -35.050274, 148.090557.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	24/04/2025	Yes	Blackberry	Blackberry, 2nd herbicide application, located at -35.060598, 148.108823.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	24/04/2025	Yes	Serrated tussock	Serrated Tussock, 2nd herbicide application, located at -35.017252, 148.110763.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	28/04/2025	Yes	Tiger pear	Tiger Pear, 4th herbicide application with knapsack, located at -35.078023, 148.122285.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	28/04/2025	Yes	Tiger pear	Tiger Pear, 1st herbicide application with knapsack, located at -35.076933, 148.117000.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	28/04/2025	Yes	Johnson grass	Johnson Grass, 1st herbicide application with high volume sprayer, located at -35.081475, 148.075807.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	28/04/2025	Yes	Johnson grass	Johnson Grass, 2nd herbicide application, located at -35.081817, 148.074572.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	28/04/2025	Yes	Khaki weed	Khaki Weed, 1st herbicide application, located at -35.088729, 148.057217.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	28/04/2025	No	Blackberry	Blackberry, 1st herbicide application, located at -35.084827, 148.060128.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	29/04/2025	Yes	Blackberry	Blackberry, 2nd herbicide application, located at -35.087114, 148.089379.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	29/04/2025	Yes	Blackberry	Blackberry, 1st herbicide application, Reno Rd, located at -35.026678, 148.060967.
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Local Government	11/04/2025	No		Inspected private property, Jason Elphick 183 Punch St Gundagai, for state and regional priority weeds, none fou
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	29/04/2025	Yes	Blackberry	Blackberry, 1st herbicide application, located on Reno Rd at -35.025332, 148.058680.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Compliance	Local Government	29/04/2025	Yes	Blackberry	Blackberry, 1st herbicide application, located on Reno Rd at -35.024183, 148.057776.
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Local Government	11/04/2025	No	Aaron's beard prickly pe	Inspected private property, Ian Toot Moppity, for state and regional priority weeds, none found. Present was -35.07
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	29/04/2025	Yes	Blackberry	Blackberry, 60m*2, 1st herbicide application, located on Reno Rd at -35.023957, 148.056225.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	29/04/2025	Yes	Blackberry	Blackberry, 5m*2, 1st herbicide application, located on Reno Rd at -35.022951, 148.051432.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	29/04/2025	Yes	Blackberry	Blackberry, 10m*2, 1st herbicide application, located on Reno Rd at -35.023008, 148.052497.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	29/04/2025	Yes	Blackberry	Blackberry, 5m*2, 1st herbicide application, located on Reno Rd at -35.027579, 148.059505.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	29/04/2025	Yes	Johnson grass	Johnson Grass, 1st herbicide application, 10m*2, located on Burra Rd at -35.015317, 148.074800.
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Local Government	29/04/2025	No	Alligator weed	Waterway Inspection, Muttama Creek Bridge, for state and regional goal 1 and goal 2 priority weeds, none found.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	30/04/2025	Yes	Blackberry	Blackberry, 3rd herbicide application, located under Adelong Creek Bridge at -35.137851, 148.006765. Starting
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	30/04/2025	Yes	Blackberry	Blackberry, 10m*2, 2nd herbicide application, located on Tumbalong Rd at -35.138339, 148.005850.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	30/04/2025	Yes	Johnson grass	Johnson Grass, 20m*2, 2nd herbicide application, located on Jessop's Lagoon Rd at -35.097197, 148.073582.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	30/04/2025	Yes	Blackberry	Blackberry, 3m*2, 1st herbicide application, located on Jessop's Lagoon Rd at -35.097808, 148.087121.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	1/05/2025	Yes	Bathurst burr	Bathurst Burr, 20m*2, 1st herbicide application, located in paddock behind Gundagai truck Wash at -35.050368
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	1/05/2025	Yes	Blackberry	Blackberry, 30m*2, 1st herbicide application, located on Brungle Rd at -35.091223, 148.143105.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	1/05/2025	Yes	Prickly pears - Opuntias	Prickly Pear, 2m*2, 1st herbicide application, located on Brungle Rd at -35.088210, 148.137430
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	1/05/2025	Yes	Common thornapple	Inspection of Cootamundra tip for state and regional priority weeds. Light incursions of common thorn apple con
Riverina	GOAL 2 - ERADICATE OR CONT/ Inspection	Local Government	1/05/2025	No	Coolatral grass	Inspection of Stockinbingal cemetery grounds for state and priority weeds. Nothing observed. Recently slashed.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	1/05/2025	Yes	Blackberry	Roadside spraying - blackberry.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	1/05/2025	Yes	Bridal creeper	Roadside spraying - bridal creeper.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	1/05/2025	Yes	Blackberry	Roadside spraying - blackberry.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	1/05/2025	Yes	African boxthorn	Roadside spraying - African boxthorn.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	2/05/2025	Yes	Privet - broad-leaf	Control of privet regrowth following recent road development.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	2/05/2025	Yes	Blackberry	Roadside spot spraying.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	2/05/2025	Yes	Blackberry	Spot spraying.
Riverina	GOAL 3 - EFFECTIVELY MANAGE Control	Local Government	2/05/2025	Yes	Sweet briar	Roadside spot spraying.
Riverina	GOAL 1 - EXCLUDE Inspection	Private	2/05/2025	No	Parthenium weed	Inspection of grain corp storage silos and railway line section for state and regional priority weeds. Focus on Part

Spray Records for the month of April 2025

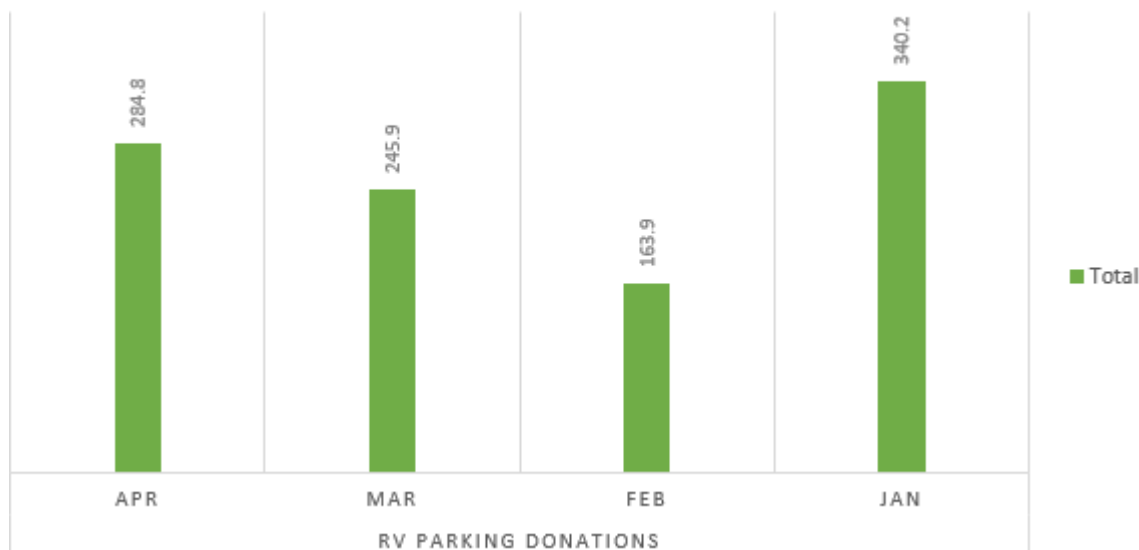
Regional Services Roadside and General Spray Records for April 2025							
Date	Location	Application	Land Use	Weed	Chemical	Quantity	Amount of Spray Mix
Apr-25							
2/04/2025	Coolac	Spot	Roadside	khaki Weed	Dicamba	1.4L	400L
3/04/2025	Sth Gundagai				Musta	3.2L	
	Adjungbilly Cemetery				Metsulfuron	40g	
					Genwett	400ml	
9/04/2025	Edwardstown Rd	Spot	Roadside	Johnson Grass	Dicamba	2.1L	600L
	O'Briens Rd			Blackberry	Musta	4.8L	
				Bathurst Burr	Metsulfuron	60g	
					Genwett	600ml	
10/04/2025	Gocup Rd	Spot	Roadside	Johnson Grass	Dicamba	0.9L	250L
11/04/2025	Palmer Park			Blackberry	Musta	2.0L	
				Khaki Weed	Metsulfuron	25g	
					Genwett	0.25L	
28/04/2025	Nangus Rd	Spot	Roadside	Johnson Grass, Blackberry, Khaki	Dicamba	1.00L	300L
					Musta	2.4L	
					Genwett	0.300L	
					Metsulfuron	30g	
29/04/2025	Mount St	Spot	Roadside	Blackberr, Johnson Grass, Bathurst Burr	Dicamba	1.00L	300L
	Reno Rd				Musta	2.4L	
	Burra Rd				Genwett	0.300L	
					Metsulfuron	30g	
30/04/2025	Tumblong Rd	Spot	Roadside	Blackberry, Johnson Grass, Bathurst Burr	Dicamba	0.90L	250L
	Jessops Lagoon				Musta	2.0L	
	Gundagai Truckwash				Genwett	0.25L	
	Saleyards				Metsulfuron	25g	

Gundagai Public & Council Facilities:

Gundagai RV Park Income April 2025

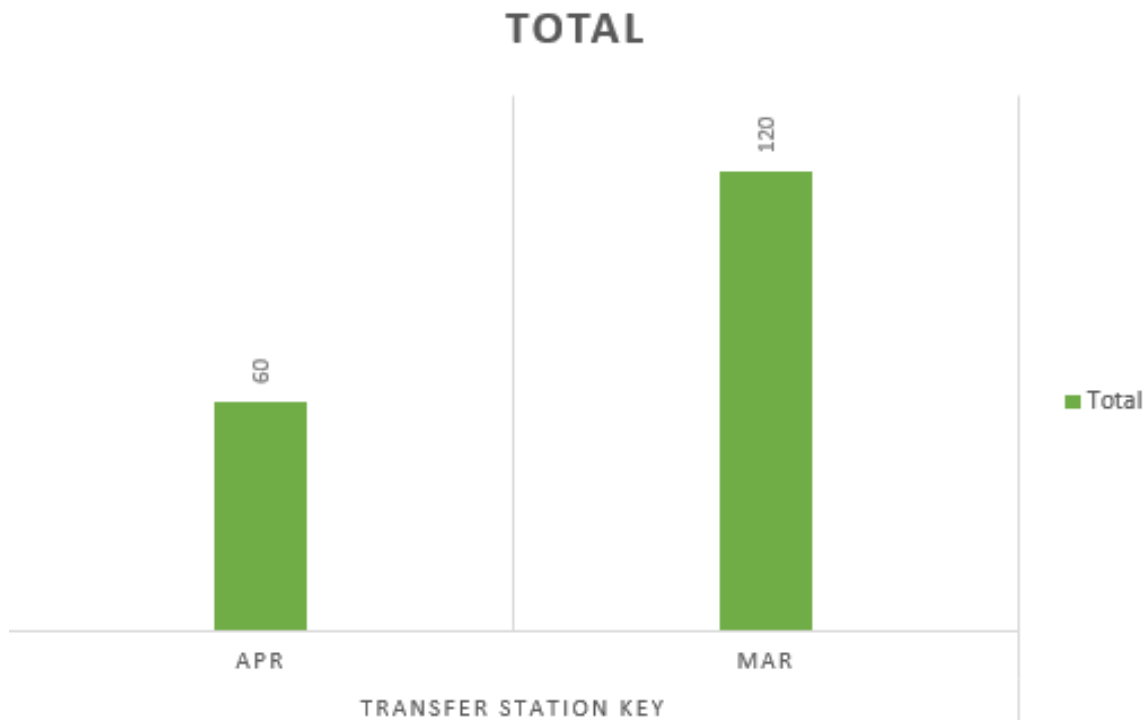
- 01/04/25 – 30/04/25 - Total Income \$284.80

TOTAL



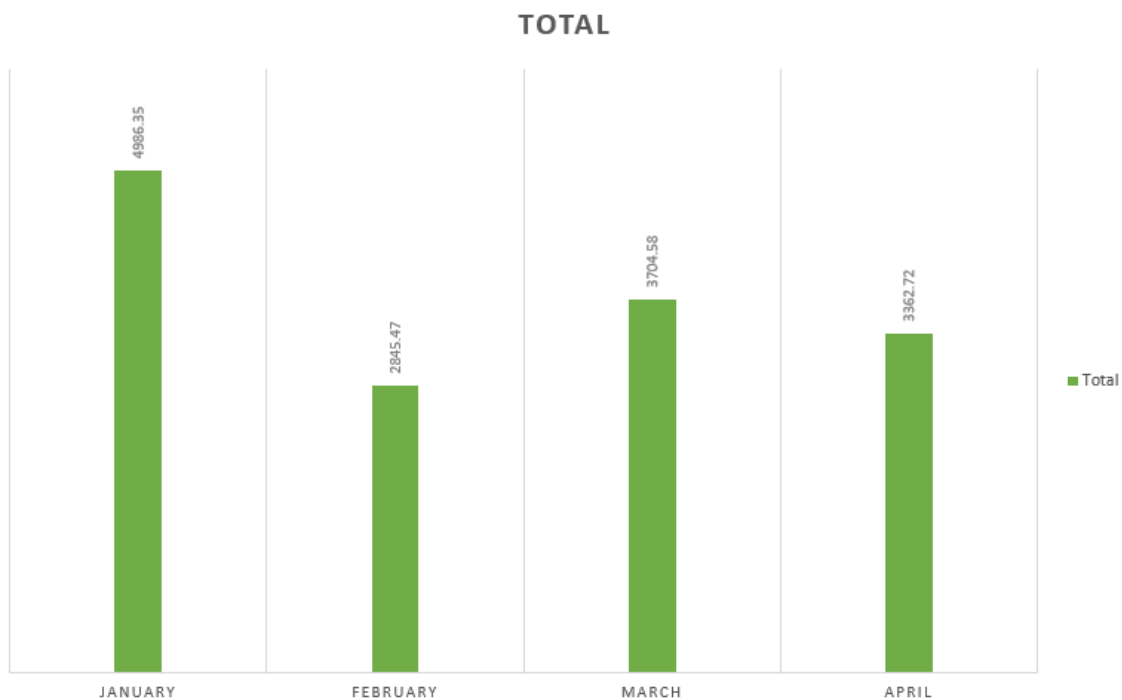
Gundagai Transfer Station Key April 2025

- 01/04/25 – 30/04/25 - General Income \$60.00



Gundagai Landfill/Transfer April 2025

- 01/04/25 – 30/04/25 - General Income \$3362.72



Gundagai Standpipe Income April 2025

- Income from the Water Standpipe for the month of April. May income is yet to be received.

Note Figures are GST inclusive.*

2024/2025		Avdata Payments /Council Income		Usage - Customers /Account Holders
		GST Incl.		
2024	July	\$	2,436.40	9
2024	August	\$	1,419.79	9
2024	September	\$	1,250.29	10
2024	October	\$	1,808.12	12
2024	November	\$	2,951.04	16
2024	December	\$	2,010.09	12
2025	January	\$	1,092.14	14
2025	February	\$	1,800.73	16
2025	March	\$	2,072.03	12
2025	April	\$	1,989.69	16
2025	May			
2025	June			
2024/2025	Totals	\$	18,830.32	126

Gundagai Saleyards Truck Wash April 2025

- Income from the Saleyards Truck wash for the month of April. May income is yet to be received.

Note Figures are GST inclusive.*

2024/2025		Avdata Payments /Council Income		Usage - Customers /Account Holders
		GST Incl.		
2024	July	\$	3,157.14	35
2024	August	\$	2,123.91	35
2024	September	\$	3,313.23	30
2024	October	\$	2,418.47	28
2024	November	\$	2,277.33	30
2024	December	\$	3,435.11	32
2025	January	\$	3,073.22	33
2025	February	\$	3,421.08	31
2025	March	\$	2,755.69	32
2025	April	\$	3,773.47	35
2025	May			
2025	June			
2024/2025	Totals	\$	29,748.65	321

Compliance:

Compliance with the Companion Animals Act 1998

Local Government (General) Regulation 2021 – Reg 217(1)(f)

Companion Animal: A notice was issued for a dog in South Gundagai for being at large in a Public Place.

Financial

There are no further 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 - COOTAMUNDRA MONTHLY REPORT TO COUNCIL

DOCUMENT NUMBER	436932
REPORTING OFFICER	Shelley Liehr, Operations Support Officer
AUTHORISING OFFICER	Trevor Dando, Acting Deputy General Manager Operations
RELEVANCE TO COMMUNITY STRATEGIC PLAN	2. A region for the future 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. Muttama Creek Masterplan Media Release ↓

RECOMMENDATION

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

Introduction

This report has been prepared to inform Council of the activities undertaken by the Regional Services – Cootamundra Department over the month of April 2025.

Discussion

Parks & Gardens

With the weather cooling and the lack of rainfall the mowing this month has slowed up. Irrigation in parks and sports fields helped maintain good playing surfaces for sport considering dry weather. Jubilee Park has been manually irrigated whilst staff are investigating options to overcome wiring issues. These issues will be rectified over winter, ready for the Spring growth.

The cenotaphs at Cootamundra, Wallendbeen and Stockinbingal were all prepared for the Anzac Day ceremonies. This included general pruning, mulching, cleaning plaques, weeding and mowing as well as the planting of new roses at Stockinbingal cenotaph.

Winter sports are now in full swing with all sporting grounds prepared and line marked.

The pruning and removing of various street trees have been undertaken in the last weeks of April as the colder weather has hit. The focus has been working on the completion of customer requests which are heavily directed at street trees. Parks staff will continue to create inroads with completing the requests over the next few months. The street tree planting and replacements will begin in July/August.

Saleyards / Truck Wash

Ongoing weed maintenance has been conducted to keep the yards at a manageable level. No sheep sales have occurred.

In April, the truck wash recorded 138 transactions, invoicing a total of \$7,903.94.

Cemeteries

During April, two burials took place at the Cootamundra Lawn Cemetery, with two plaques affixed.

Conservation grant applications for the Stockinbingal and Wallendbeen Cemeteries were submitted in October. We are still awaiting notification of the outcome from the Biodiversity Conservation Trust. If successful, these grants will support the preservation of small sections of natural Grassy Box woodlands—one of the few remaining habitats of this type in New South Wales.

Staff also held a follow-up meeting with a contractor to further discuss the development of the Cootamundra Cemetery Masterplan.

Regulatory Services

Total registration fees collected for April amounted to \$2,468.

Ranger / Regulatory

Multiple notices have been issued notifying owners of animals requiring registration. Investigations into several dog attacks have been completed. Education programmes are continuing for dog owners regarding dogs off leash in non- off leash areas. One call-out was received for straying sheep over the Easter weekend, all animals were returned.

An audit of the Companion Animal Register has commenced for 2025 and will be monitored for compliance in accordance with the Companion Animals Act.

During Term 1 Council's Ranger introduced a school-based Animal Awareness Program which proved popular with both students and teachers. The Program will be made available to more schools throughout the year.

Animal Statistics	Dogs	Cats
Seized	7	11
Released to Owner	2	0
Surrendered	2	10
Rehomed	3	2
Euthanised	0	2
Waiting for Rehoming	2	7

Six infringement notices were issued throughout May. Five of these were for failure to microchip or register animals, one was in relation to a littering offence.

Monitoring of abandoned vehicles continues in accordance with the legislated Public Spaces (Unattended Property) Act. Notification stickers were placed on two vehicles, these vehicles have since been removed.

Facilities

The Quad Skull Boat has been installed and is on display at the Heritage Centre. An electrician has been arranged to install additional lighting and the tv for the story board.

The old timber picket fence at Bradman Birthplace has been removed and a new front picket fence made of powder coated aluminum has been installed. The new materials used will be long-lasting and maintenance free.

The Cootamundra caravan park had plumbing repairs undertaken to fix some leaking taps and toilets.

The Cootamundra Town Hall and Civic Centre were hired for two weeks by the Australian Electoral Commission for the recent elections.

The Cootamundra EV charging stations data for April:



Chargers installed

0



Charging sessions

38



kWh charged

601.157



Revenue

\$180.57



Petrol offset (L)

321.83



Carbon offset (kg)

142.27

The Cootamundra SES building had a section of the deck that had been damaged severely from white ants and was determined unsafe for use. Although this is a Council owned building, Council had no dedicated funds available for the repairs. Through consultation, NSW SES offered to fund the replacement of the damaged deck, with the old deck being removed and the framework and new decking boards installed.

Waste

The secondhand tip shop processed 85 transactions for March with a total of \$600.25 in income. During this time staff have diverted 930kg of waste from the landfill into the shop to be repurposed. Staff are still ascertaining which products turn over quickly and what prices people are willing to pay.

A total of 71 tonnes of recycled crushed concrete was sold this month and a total of 51 tonnes of compost soil.

The South West Regional Waste Management Group Manager has reported the Bald Hill leachate barrier construction has now been completed, with testing and quality report pending.

Capital Works Projects

The Muttama Creek Masterplan community consultation Media Release (attached) is being published across CGRC's social media pages and website as well as being delivered to Cootamundra residents' mailboxes with information on how to provide comments and feedback to Marten's and Associates. Ecologists will be onsite in mid-May to carry out a Review of Environmental Factors along Muttama Creek. Flood engineers are currently using the flood modelling information captured in

the Cootamundra Flood Study to identify areas of interest to simulate the effects of reprofiling the creek in specific locations during a flood.

Biosecurity – General and WAP Activity March 2025

Activity	Location	Km/Count	Date
Regional Inspection Program - Inspection of High-Risk Pathways (roadsides) (Inspection) (Inspection) 1650km	Yeo Yeo Hampstead Road	19.3km	15/4/2025
	Mabereen Lane	5km	15/4/2025
	Smither's Lane	3.8km	15/4/2025
	Granger's Lane	4.8km	15/4/2025
	Hoffman's Lane	3.8km	15/4/2025
	McCafferey's Lane	5.2km	15/4/2025
	West Berthong Road	4.8km	15/4/2025
	North Berthong Road	7.8km	15/4/2025
		TOTAL: 54.5km	
(HRS) Inspection of named HRS. (10 Cootamundra x 2 inspections) Nursery (3) Saleyards (1) Abattoir (1) Jugiong feedlot (1) Boxsell Feedlot (1) Conqueror grain (1) Rodeo Ground (1) Truck Wash (1)	Rodeo Ground	1 Inspection	1/4/2025
	Truck Wash	1 Inspection	1/4/2025
	Mitre 10 Nursery	1 Inspection	1/4/2025
	Conqueror Grain Mill	1 Inspection	3/4/2025
	Garden Paw Nursery	1 Inspection	4/4/2025
	Stock-Up Nursery	1 Inspection	4/4/2025
	Jugiong Road Feedlot	1 Inspection	7/4/2025
	Abattoir	1 Inspection	8/4/2025
	Saleyards	1 Inspection	9/4/2025
	Boxsell Feedlot	1 Inspection	16/4/2025
Private Property Inspections. Target 120	42 Centenary Avenue, COOTAMUNDRA NSW 2590	1 Inspection	9/4/2025
	14 Cowcumbra Street, COOTAMUNDRA NSW 2590	1 Inspection	9/4/2025
	48 Centenary Avenue, COOTAMUNDRA NSW 2590	1 Inspection	9/4/2025
	16 Cowcumbra Street, COOTAMUNDRA NSW 2590	1 Inspection	9/4/2025
	52 Centenary Avenue, COOTAMUNDRA NSW 2590, PO Box 283	1 Inspection	9/4/2025

	44 Centenary Avenue, COOTAMUNDRA NSW 2590	1 Inspection	9/4/2025
	54 Centenary Avenue, COOTAMUNDRA NSW 2590	1 Inspection	10/4/2025
	18 Cowcumbra Street, COOTAMUNDRA NSW 2590, PO Box 725	1 Inspection	10/4/2025
	46 Centenary Avenue, COOTAMUNDRA NSW 2590	1 Inspection	10/4/2025
	8 Cowcumbra Street, COOTAMUNDRA NSW 2590	1 Inspection	10/4/2025
	56 Centenary Avenue, COOTAMUNDRA NSW 2590	1 Inspection	10/4/2025
	12 Cowcumbra Street, COOTAMUNDRA NSW 2590	1 Inspection	10/4/2025
	350 Parker Street COOTAMUNDRA NSW 2590	1 Inspection	3/4/2025
		Grand Total: 84/60	
Inspect Council owned and Managed Lands (≥ 2 annual):	Bradman Depot	1 inspection	2/4/2025
Provide landholders with education, training & technical advice & support on weed management (Extension)	Parthenium Package	2	8/4/2025 16/4/2025
	Sticky Nightshade Package	2	8/4/2025 16/4/2025
	Tropical Soda Apple Package	2	8/4/2025 16/4/2025
	Weeds of Riverina Booklet	2	8/4/2025 16/4/2025
	Post Inspection Reports	19	
	Mexican Feathergrass	13	9/4/2025 10/4/2025
Other			
Spot Spray Local Roads – Local priority weeds	Cootamundra Town Lanes	Spraying	1/4/2025 2/4/2025 3/4/2025

			4/4/2025
	Brawlin Road	Spraying – Blackberry and Bathurst burr	11/4/2025
	Olympic Highway	Spraying – Blackberry and Bathurst burr	22/4/2025
Truck Wash Operations	Cootamundra Truck Wash	Monitor and Maintenance	Daily

General Comments:

- Control work of Cootamundra town lanes (general knockdown).
- Late season control of Blackberry and Bathurst Burr in known areas of moderate-high infestation.
- Wallendbeen cemetery grounds treated for residual Blackberry incursions.
- Inspection of several tertiary roads in the Milvale region inspected as a surveillance exercise for Sticky Nightshade incursions. Roadsides heavily grazed with only lighter density Horehound incursions observed.
- WAP application approved by DPI.
- Side-spraying of Olympic Highway and Burley Griffin Way scheduled.

Property Inspections:

- Additional property inspections undertaken in Cootamundra to assist Gundagai biosecurity officer reach annual targets.
- Focus on residential areas with extension material provided to landholders (Mexican Feathergrass).
- Inspections/re-inspections of all named HRS conducted (Cootamundra).
- Enterprises showing excellent compliance to date in fulfilling biosecurity duties. Managers/landholders of these sites becoming accustomed to routine inspections and very cooperative.

Financial

All areas of expenditure relating to operations within the Regional Services – Cootamundra department are in the most part within budget allocations.

OLG 23a Guideline consideration

No impacts associated with this report.



-FOR IMMEDIATE RELEASE-

6 MAY 2025

MASTERPLAN FOR MUTTAMA CREEK:

Cootamundra-Gundagai Regional Council (CGRC) is working with Martens & Associates to prepare a masterplan for Muttama Creek.

Residents in Cootamundra will soon receive a mail out, outlining the overview, masterplan works and aims of the masterplan, the mail out will give residents the information required for the masterplan and details on making comments/submissions into the creation of the masterplan.

The masterplan will provide a framework for revitalising an approximate 2km length of the Creek's corridor. It will integrate flood mitigations, ecological and public recreation functions along with open space networks and local history and culture. The revitalisation works to be proposed under the masterplan to the Creek will also be the subject of a future Review of Environmental Factors (REF).

A core component of the masterplan will be preparation of a concept flood mitigation scheme to improve the Creek's capability to convey flood water. The aim will be to reduce existing flood affectation within residential land surrounding the Creek whilst ensuring no unacceptable offsite flood impacts arise elsewhere. The masterplan will consider the ecology of the creek, public open spaces and green corridor integration.

Whilst the masterplan is still in its early stages residents can submit comments for input into the masterplan process.

CGRC mayor Cr Abb McAlister said he was pleased the masterplan was being formulated and urged residents to put their ideas, concerns and comments in writing.

"This is a real step forward for the future of Muttama Creek and how it is managed within Cootamundra, this is an opportunity for residents to have a say in what could be included in the masterplan," Cr McAlister said.

To make a submission or comment residents should contact Martens & Associates directly, by close of business on 21 May 2025. Information and contact details are on the CGRC website at www.cgrc.nsw.gov.au/wp-content/uploads/2025/04/P2510821JC02V01-250824.pdf or scan the QR Code.

Once finalised the masterplan and REF will be placed on public exhibition and a further opportunity for residents to provide comments will be provided.

Picture and caption: Comments welcome for creation of Muttama Creek Masterplan.



9 MOTION OF WHICH NOTICE HAS BEEN GIVEN

Nil

10 QUESTIONS WITH NOTICE

10.1 QUESTIONS WITH NOTICE

DOCUMENT NUMBER	435793
REPORTING OFFICER	Teresa Breslin, Executive Assistant to Mayor and General Manager
AUTHORISING OFFICER	Roger Bailey, Interim General Manager

QUESTIONS WITH NOTICE

The following 'questions with notice' from Councillors have been received with the responses from Council officers provided respectively:

Cr Logan Collins – What funding options does council currently have to redevelop existing local road infrastructure to go from intersections to roundabouts?

Response from Council Officer – Constructing a roundabout in place of an intersection can be completed for many reasons. Typically, Council has grant funding opportunities for such projects when Council can demonstrate an improvement to safety. Funding sources which may be applicable to address safety include the Australian Government Black Spot Program and the NSW Government Road Safety Program. Council staff continuously monitor for potential grant opportunities as they arise and assess our road network for eligible locations. Staff are also in close communication with Transport for NSW to ensure that we are advised of any potential opportunities as they arise.

Cr Logan Collins – Supplementary Question: What would be the estimated cost of doing so?

Response from Council Officer – The estimated cost for upgrading an intersection to a roundabout varies significantly depending on the existing infrastructure, environment, traffic conditions, proposed roundabout size and design, future infrastructure, potential property purchases etc. It is impossible to determine even a basic estimated cost of building a roundabout without looking at the specifics of the intersection which is proposed to be upgraded. Council staff typically complete a cost estimate on a case-by-case basis to ensure that cost estimates are fit for purpose.

Cr Logan Collins – Supplementary Question: What would be the estimated timeline of doing so?

Response from Council Officer – The estimated timeline for upgrade of an intersection to include a roundabout can significantly vary depending on the complexity of the project. If Council are able to complete works in-house, there are no external utilities which require moving, no unexpected finds, the project does not require approvals from other agencies and no property boundary adjustments, then Council can typically complete a typical roundabout project within 12 months (including survey, design, approvals and construction). Any additional complexity will add time to the project. Council staff typically prepare a timeline for projects to ensure that expected timeframes are fit for the project being estimated for.

Cr Logan Collins – What is the consultation process involved in redeveloping existing local road infrastructure to go from intersections to roundabouts?

Response from Council Officer – Council consults with many stakeholders and seeks approval/feedback/endorsement from many stakeholders. A typical intersection upgrade project

will likely include consultation with affected property owners, Transport for NSW (either through Local Traffic Committee, or directly with TfNSW staff as relevant), affected utilities, affected industry, environmental and heritage groups and organisations. As part of an intersection upgrade project Council typically completes or organises the completion of a Review of Environmental Factors document. This document provides significant guidance on many stakeholders who must be consulted with.

Cr Logan Collins – What considerations are taken when local road infrastructure is considered as an 'arterial road' with businesses connected directly to it and council looks to redevelop the infrastructure?

Response from Council Officer – Council staff liaise with affected property owners and businesses impacted by roadworks. Many of these conversations are informal in nature and allow for the property owner or occupier to guide the construction phase of works. Council acknowledge that most projects have some impact or inconvenience to nearby businesses however plan works to minimise these impacts as much as possible.

11 CONFIDENTIAL ITEMS

11.1 CLOSED COUNCIL REPORT

DOCUMENT NUMBER	438245
REPORTING OFFICER	Teresa Breslin, Executive Assistant to Mayor and General Manager
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 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 RFT 2025/5 - TENDER FOR WATER AND SEWER MAINS REPLACEMENT IN GUNDAGAI

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

This report contains information which may disclose the financial position of tenderers who supplied it.

11.3 COOTAMUNDRA MATERIAL RECOVERY FACILITY CONTRACT

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

Contains confidential contract and financial figures in the report.