



COOTAMUNDRA-
GUNDAGAI REGIONAL
COUNCIL

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Business Paper

ORDINARY COUNCIL MEETING

COUNCIL CHAMBERS, GUNDAGAI

6:00PM, Tuesday 18th November, 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, 18th November, 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 28 OCTOBER 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 28 October 2025

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on Tuesday 28 October 2025 be confirmed as a true and correct record of the meeting.

Minutes

ORDINARY COUNCIL MEETING

ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA

6:00PM, TUESDAY 28th October, 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, 28 OCTOBER 2025 AT 6:00PM**

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

IN ATTENDANCE: Trevor Dando (Acting General Manager), Damian Smith (Acting Manager Finance), Linda Wiles (Manager Business), Steven Lowe (Acting Manager Regional Services Cootamundra), David Brodie (Acting Manager Engineering Cootamundra), Thomas Hogg (Acting Manager Engineering 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 187/2025

Moved: Cr Penny Nicholson

Seconded: Cr Les Cooper

That Council adjourn for Open Forum at 6:05pm.

CARRIED

2 OPEN FORUM

List of Speakers:

1. Russell Vincent – Mowing of lawns 44 Hibernia St Stockinbingal – Council property.
2. Tom Gosling – Item 6.2 – Wallendbeen Street Trees.

RESUME OPEN MEETING

RESOLUTION 188/2025

Moved: Cr Danyal Syed

Seconded: Cr Gil Kelly

That Council resume the Open Meeting at 6.14pm.

CARRIED

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 APOLOGIES

Nil

3.2 LEAVE OF ABSENCE

Nil

4 DISCLOSURES OF INTEREST

Nil

6.4 MAYORAL MINUTE – CONDOLENCE MOTION – ROD CHALMERS

Moved: Cr Abb McAlister

1. The Mayor passed on his deepest condolences on the passing of former Councillor Rod Chalmers.
2. That Council send letter of condolence to Mrs Lynn Chalmers.

5 CONFIRMATION OF MINUTES**5.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 23 SEPTEMBER 2025****RESOLUTION 189/2025**

Moved: Cr David Graham

Seconded: Cr Rosalind Wight

That the Minutes of the Ordinary Meeting of Council held on Tuesday 23 September 2025 be confirmed as a true and correct record of the meeting.

CARRIED

5.2 MINUTES OF THE EXTRAORDINARY MEETING OF COUNCIL HELD ON TUESDAY 14 OCTOBER 2025**RESOLUTION 190/2025**

Moved: Cr Ethan Ryan

Seconded: Cr Gil Kelly

That the Minutes of the Extraordinary Meeting of Council held on Tuesday 14 October 2025 be confirmed as a true and correct record of the meeting.

CARRIED

6 MAYORAL MINUTES**6.1 MAYORAL MINUTE - SUPPORT FOR THE RURAL HEALTH ACTION PLAN****RESOLUTION 191/2025**

Moved: Cr Les Cooper

Seconded: Cr Penny Nicholson

That Council:

1. Endorse the Rural Health Action Plan and join the 'Better Care, Closer to Home' Alliance led by Dr Joe McGirr MP.
2. Share information about the Rural Health Action Plan through Council's communications channels.

3. Write to Dr Joe McGirr MP expressing Council's support for the Rural Health Action Plan and appreciation of his advocacy for rural health services.

CARRIED

6.2 MAYORAL MINUTE - STREET TREE AT 2 QUEEN STREET WALLENDBEEN

RESOLUTION 192/2025

Moved: Cr Logan Collins
Seconded: Cr David Graham

That Council Officers inspect the problem tree/s at 2 Queen Street Wallendbeen and report back to Council on the issue and any works that need to be done.

CARRIED

6.3 MAYORAL MINUTE - COUNCILLOR ENGAGEMENTS

RESOLUTION 193/2025

Moved: Cr Ethan Ryan
Seconded: Cr Danyal Syed

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

CARRIED

7 REPORTS FROM COMMITTEES

7.1 MINUTES OF THE ACCESS AND INCLUSION COMMITTEE MEETING HELD ON WEDNESDAY 10 SEPTEMBER 2025

RESOLUTION 194/2025

Moved: Cr Rosalind Wight
Seconded: Cr Gil Kelly

That the Minutes of the Access and Inclusion Committee Meeting held on Wednesday 10 September 2025, attached to the report, be received and noted.

CARRIED

7.2 MINUTES OF THE ACCESS AND INCLUSION COMMITTEE MEETING HELD ON WEDNESDAY 8 OCTOBER 2025

RESOLUTION 195/2025

Moved: Cr Logan Collins
Seconded: Cr Les Cooper

That the Minutes of the Access and Inclusion Committee Meeting held on Wednesday 8 October 2025, attached to the report, be received and noted.

CARRIED

At 6:23 pm, Cr Gil Kelly left the meeting.

At 6:24 pm, Cr Gil Kelly returned to the meeting.

8 GENERAL MANAGER'S REPORT

8.1 GENERAL MANAGER OFFICE

Nil

8.2 BUSINESS

8.2.1 DRAFT CODE OF MEETING PRACTICE 2025

RESOLUTION 196/2025

Moved: Cr Logan Collins

Seconded: Cr Rosalind Wight

That:

1. Council endorses, for the purpose of public exhibition, the Draft Code of Meeting Practice 2025, which included both mandatory and non-mandatory provisions, consistent with the Office of Local Government's Model Code of Meeting Practice and 'supplementary provisions as outlined in this report.
2. The Draft Code of Meeting Practice, attached to the report be placed on Public Exhibition for 28 days and allow a period of 42 days for submissions to be received.
3. Council hold a Councillor Workshop to explore the changes to the Code.
4. Following the public exhibition period, the Draft Code of Meeting Practice, together with a report on any submissions received and any proposed amendments, be considered at the Council meeting to be held 9 December 2025.

CARRIED

8.2.2 DRAFT PAYMENT OF EXPENSES AND PROVISION OF FACILITIES FOR MAYOR AND COUNCILLORS POLICY

RESOLUTION 197/2025

Moved: Cr David Graham

Seconded: Cr Danyal Syed

That the draft Payment of Expenses and Provision of Facilities Policy for Mayor and Councillors, attached to the report, be adopted, noting that no submissions were received during the exhibition period.

CARRIED

8.2.3 THE COOTAMUNDRA HERITAGE CENTRE MANAGMENT S.355 COMMITTEE MEETING MINUTES AND MEMBERSHIP

RESOLUTION 198/2025

Moved: Cr Gil Kelly

Seconded: Cr Rosalind Wight

1. The Minutes of the Cootamundra Heritage Centre Management s.355 Committee meeting held on 1 September 2025, attached to the report, be received and noted.
2. The Minutes of the Cootamundra Heritage Centre Management s.355 Committee Annual General Meeting held on 1 September 2025, attached to the report, be received and noted.
3. The office bearers of the Cootamundra Heritage Centre Management s.355 Committee as detailed in the report, be endorsed for 2025.

CARRIED

8.2.4 MUTTAMA HALL MANAGEMENT S.355 COMMITTEE MEETING MINUTES

RESOLUTION 199/2025

Moved: Cr Logan Collins

Seconded: Cr Ethan Ryan

The Minutes of the Muttama Hall Management s.355 Committee Ordinary Meetings held, 17 September 2025, attached to the report, be received and noted.

CARRIED

8.2.5 THE ARTS CENTRE COOTAMUNDRA S.355 COMMITTEE MEETING MINUTES

RESOLUTION 200/2025

Moved: Cr Gil Kelly

Seconded: Cr David Graham

The Minutes of The Arts Centre Cootamundra s.355 Committee Meeting held, 18 September 2025, attached to the report, be received and noted.

CARRIED

8.2.6 TABLING OF PECUNIARY INTEREST RETURNS

RESOLUTION 201/2025

Moved: Cr Les Cooper

Seconded: Cr David Graham

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

CARRIED

8.3 FINANCE

8.3.1 LODGEMENT OF FINANCIAL STATEMENTS FOR YEAR ENDED 30 JUNE 2025

RESOLUTION 202/2025

Moved: Cr Penny Nicholson

Seconded: Cr David Graham

That:

1. **Council note the extension given by the Office of Local Government (OLG) for the 2024-25 Financial Statements to Friday 12 December 2025**
2. **The Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer be delegated to sign the Statements by Council and Management for the 2025 General Purpose Financial Statements and 2025 Special Purpose Financial Statements for Cootamundra-Gundagai Regional Council.**
3. **The General Manager be authorised to issue the 2025 Financial Statements upon receipt of the auditor's report, subject to there being no material changes a result of the audit.**

CARRIED

8.3.2 2026 CARRY FORWARD BUDGET

RESOLUTION 203/2025

Moved: Cr Penny Nicholson

Seconded: Cr Ethan Ryan

1. **The Carry Forward Budget report be received and noted.**
2. **The budget variations in the report totalling \$8,255,495.00 be adopted.**

CARRIED

8.3.3 FINANCE UPDATE - SEPTEMBER 2025

RESOLUTION 204/2025

Moved: Cr David Graham

Seconded: Cr Logan Collins

That the Finance Update report for the month of September 2025, be received and noted.

CARRIED

8.3.4 RESTRICTED CASH RECONCILIATION - SEPTEMBER 2025

RESOLUTION 205/2025

Moved: Cr Penny Nicholson

Seconded: Cr Ethan Ryan

The Restricted Cash Reconciliation report for the period ending 30 September 2025, be received and noted.

CARRIED

8.3.5 UNRESTRICTED AND UNALLOCATED CASH POSITION AT 30 JUNE 2025

MOTION

Moved: Cr Logan Collins

Seconded: Cr Gil Kelly

That Council:

1. Notes the unrestricted and unallocated cash position of negative \$3.8 million at 30 June 2025.
2. Approve the proposed adjustments to internal restrictions, as shown below, to achieve a positive unrestricted cash balance for 30 June 2025, resulting in an unrestricted and unallocated cash balance of \$691.00 for the 2025 financial year.

Internal Restriction Reserve	Amount unrestricted
Development - Land & Buildings	-1,767,204
Bangus Landfill	-631,584
Plant Replacement	-902,000
Southern Phone	-540,143
Total	-3,840,931

THE AMENDMENT ON BEING PUT TO THE MEETING WAS CARRIED

AND BECAME THE MOTION AS CARRIED

RESOLUTION 206/2025

Moved: Cr David Graham

Seconded: Cr Gil Kelly

That Council:

1. Notes the unrestricted and unallocated cash position of negative \$3.8 million at 30 June 2025.
2. Approve the following adjustments determined by council to internal restrictions as shown below, to achieve a positive unrestricted cash balance at 30 June 2025 resulting in an unrestricted and unallocated cash balance of \$511,578 for the 2025 financial year.

Internal Restriction Reserve	Amount Unrestricted
Advanced Financial Assistance Grant	-3,720,234
Bangus Landfill	-631,584
Total	-4,351,818

CARRIED

8.3.6 INVESTMENT REPORT - SEPTEMBER 2025

RESOLUTION 207/2025

Moved: Cr Les Cooper

Seconded: Cr Danyal Syed

The report detailing Council Cash and Investments as at 30th September 2025, be received and noted.

CARRIED

8.4 SUSTAINABLE DEVELOPMENT

Nil

8.5 ENGINEERING COOTAMUNDRA**8.5.1 PEDESTRIAN AND MOBILITY ACCESS PLANS UPDATE 2025****RESOLUTION 208/2025**

Moved: Cr Rosalind Wight

Seconded: Cr Penny Nicholson

1. That the updated drafts of the Cootamundra & Villages Pedestrian Access and Mobility Plan 2023-2033 and the Gundagai & Villages Pedestrian Access and Mobility Plan 2022-2033, attached to the report, be placed on public exhibition for a period of twenty-eight (28) days.
2. If no substantive submissions are received during the exhibition period, the plans be adopted.
3. In the event that meaningful submissions are received, those submissions will be reviewed, a further report presented to Council for further consideration.

CARRIED

8.5.2 COOTAMUNDRA ENGINEERING REPORT - SEPTEMBER 2025**RESOLUTION 209/2025**

Moved: Cr Les Cooper

Seconded: Cr Gil Kelly

That the Cootamundra Engineering Report for the month of September 2025 be noted.

CARRIED

8.6 ENGINEERING GUNDAGAI**8.6.1 HEAVY VEHICLE ACCESS ON COUNCIL CONTROLLED ROADS****MOTION**

Moved: Cr Logan Collins

Seconded: Cr David Graham

That:

1. **For PBS Vehicles:**
 - (a) That Council gazette roads highlighted in "PBS 2A Proposed Routes" of this report to permit PBS 2A Vehicles subject to conditions listed in "General Conditions" of this report.
 - (b) That Council gazette roads highlighted in "PBS 2B Proposed Routes" of this report to permit PBS 2B Vehicles subject to conditions listed in "General Conditions" of this report.
 - (c) That Council prohibit PBS 3A, PBS 3B, PBS 4A or PBS 4B vehicles from using Council's road network.
2. **For 25/26m B-Double vehicles:**
 - (a) That Council gazette roads highlighted in "GML & CML 25/26m B-Double Routes" of this report to permit GML & CML 25/26m B-double vehicles subject to conditions listed in "General Conditions" of this report.

- (b) That Council gazette roads highlighted in "HML 25/26m B-Double Routes" of this report to permit HML 25/26 B-double vehicles subject to conditions listed in "General Conditions" of this report.
- 3. For Type 1 A-double vehicles:
 - (a) That Council prohibit GML, CML and HML Type 1 A-double vehicles from using Council road network with the exception of 200m of Lewins Lane, starting from Burley Griffin Way.
- 4. For B-triple Vehicles:
 - (a) That Council prohibit GML, CML and HML B-Triple vehicles from using Council road network.
 - (b) That Council enter into the Farm Gate Access Scheme for roads highlighted in "Farm Gate Access Scheme 26m B-Double Routes" of this report for 19m Semi Trailers and 26m B Double vehicles for both LLS and GHMS schemes with the following conditions:
 - (i) That vehicles must not travel faster than 60km/h on unsealed roads.
 - (ii) That unsealed roads are dry weather only access.
 - (iii) That the Farm Gate Access Scheme not apply to roads which are weight limited.
- 5. Over Size and Over Mass (OSOM) vehicles continue to be assessed on a case-by-case basis.
- 6. Council continues its membership with SEWOLG and that Council requests that SEWOLG not undertake any action on Council roads until 30 days after options listed above are implemented on NHVR's maps.
- 7. Council engage a suitably qualified structural bridge engineer to undertake assessments of bridges to assess structural adequacy for restricted access vehicles.
- 8. Council undertake an audit of weight restricted road signage to ensure appropriate and adequate signage is present.
- 9. Council provide feedback to letters received regarding NHVR applications within the last 3 months of the outcome of this resolution and utilise communication channels available to Council to advise of the changes made in this Council resolution.

THE AMENDMENT ON BEING PUT TO THE MEETING WAS CARRIED

AND BECAME THE MOTION AS CARRIED

RESOLUTION 210/2025

Moved: Cr Les Cooper

Seconded: Cr Gil Kelly

That:

- 1. For PBS Vehicles:
 - (a) That Council gazette roads highlighted in "PBS 2A Proposed Routes" of this report to permit PBS 2A Vehicles subject to conditions listed in "General Conditions" of this report.
 - (b) That Council gazette roads highlighted in "PBS 2B Proposed Routes" of this report to permit PBS 2B Vehicles subject to conditions listed in "General Conditions" of this report.
 - (c) That Council prohibit PBS 3A, PBS 3B, PBS 4A or PBS 4B vehicles from using Council's road network.
- 2. For 25/26m B-Double vehicles:
 - (a) That Council gazette roads highlighted in "GML & CML 25/26m B-Double Routes" of this report to permit GML & CML 25/26m B-double vehicles subject to conditions listed in "General Conditions" of this report.

(b) That Council gazette roads highlighted in "HML 25/26m B-Double Routes" of this report to permit HML 25/26 B-double vehicles subject to conditions listed in "General Conditions" of this report.

3. For Type 1 A-double vehicles:

- That Council gazette roads highlighted in "PBS 2B Proposed Routes" of this report to permit GML and CML A-double vehicles subject to conditions listed in "General Conditions" of this report.
- That Council prohibit HML Type 1 A-double vehicles from using Council road network with the exception of 200m of Lewins Lane, starting from Burley Griffin Way.

4. For B-triple Vehicles:

- That Council prohibit GML, CML and HML B-Triple vehicles from using Council road network.

5. That Council enter into the Farm Gate Access Scheme for roads highlighted in "Farm Gate Access Scheme 26m B-Double Routes" with the amendment that vehicles be also allowed on weight limited roads, of this report for 19m Semi Trailers, 26m B Double vehicles Type 1 A-double vehicles for both LLS and GHMS schemes with the following conditions:

- That vehicles must not travel faster than 60km/h on unsealed roads.
- That unsealed roads are dry weather only access.

6. Over Size and Over Mass (OSOM) vehicles continue to be assessed on a case-by-case basis.

7. Council continues its membership with SEWOLG and that Council requests that SEWOLG not undertake any action on Council roads for 18 months after options listed above are implemented on NHVR's maps.

8. Council undertake an audit of weight restricted road signage to ensure appropriate and adequate signage is present.

9. Council provide feedback to letters received regarding NHVR applications within the last 3 months of the outcome of this resolution and utilise communication channels available to Council to advise of the changes made in this Council resolution.

CARRIED

8.6.2 ASSET MANAGEMENT STRATEGY AND ASSET MANAGEMENT PLANS FOR COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

RESOLUTION 211/2025

Moved: Cr Logan Collins

Seconded: Cr Ethan Ryan

That Council adopt the following documents:

- CGRC Asset Management Strategy
- CGRC Asset Management Plan - Buildings, Parks and Waste
- CGRC Asset Management Plan - Fleet
- CGRC Asset Management Plan - Sewer
- CGRC Asset Management Plan - Stormwater
- CGRC Asset Management Plan - Transport
- CGRC Asset Management Plan - Water
- CGRC Asset Management Maturity Assessment

CARRIED

8.6.3 GUNDAGAI ENGINEERING REPORT - SEPTEMBER 2025**RESOLUTION 212/2025**

Moved: Cr Penny Nicholson

Seconded: Cr Gil Kelly

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

CARRIED

8.7 REGIONAL SERVICES GUNDAGAI**8.7.1 GUNDAGAI REGIONAL SERVICES REPORT - SEPTEMBER 2025****RESOLUTION 213/2025**

Moved: Cr Les Cooper

Seconded: Cr Rosalind Wight

The Gundagai Regional Services September works report be received and noted.

CARRIED

8.8 REGIONAL SERVICES COOTAMUNDRA**8.8.1 REGIONAL SERVICES COOTAMUNDRA REPORT - SEPTEMBER 2025****RESOLUTION 214/2025**

Moved: Cr Les Cooper

Seconded: Cr Logan Collins

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

CARRIED

9 MOTION OF WHICH NOTICE HAS BEEN GIVEN**9.1 NOTICE OF MOTION - COMMUNITY AID FUNDING FOR COOTAMUNDRA CYCLE CLUB****MOTION**

Moved: Cr Les Cooper

Seconded: Cr Rosalind Wight

That Council make a Community Donation to Cootamundra Cycle Club to assist with the payment of their annual lease payment for Crown Land and their Council Rates on that land.

THE AMENDMENT ON BEING PUT TO THE MEETING WAS CARRIED

AND BECAME THE MOTION AS CARRIED

RESOLUTION 215/2025

Moved: Cr Gil Kelly

Seconded: Cr Ethan Ryan

That Council make a Community Donation to Cootamundra Cycle Club to the sum of \$1,224.49 to assist with the payment of their annual lease payment for Crown Land and their Council Rates on that land.

CARRIED

10 QUESTIONS WITH NOTICE

Nil

11 CONFIDENTIAL ITEMS**11.1 CLOSED COUNCIL REPORT****RESOLUTION 216/2025**

Moved: Cr Logan Collins

Seconded: Cr Gil Kelly

1. Council entered Closed Council at 7.10pm.
2. 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.
3. In accordance with section 11 (2) and (3) of the Local Government Act, 1993, the reports, correspondence and other documentation relating to Items 11.2 and 11.3 be withheld from the press and public.

CARRIED

11.2 HUMAN RESOURCES REPORT**RESOLUTION 217/2025**

Moved: Cr Les Cooper

Seconded: Cr David Graham

That the information in the Human Resources Report be noted.

CARRIED

11.3 ACQUISITION OF ROAD RESERVE**MOTION**

Moved: Cr Logan Collins

Seconded: Cr Rosalind Wight

1. Council offers the sale of approximately 8200 square metres of Road Reserve (Annie Pyers Drive) fronting the Dog on the Tuckerbox site, at a cost outlined in the financial section of the report, to the developer.
2. Council delegate the authority to the Interim General Manager to negotiate the sale of the Road Reserve.
3. Funds from the sale contribute to Council expenses incurred at the Dog on the Tuckerbox site.

**THE AMENDMENT ON BEING PUT TO THE MEETING WAS CARRIED
AND BECAME THE MOTION AS CARRIED**

RESOLUTION 218/2025

Moved: Cr Penny Nicholson
Seconded: Cr Gil Kelly

1. Council offers the sale of approximately 6200 square metres of Road Reserve (Annie Pyers Drive) fronting the Dog on the Tuckerbox site, at the offer provided by the DoTT developers in their letter dated 15.10.25 and accepts the additional conditions stated in the letter of offer regarding surveying, legal services, positive covenant over the land to be sold and maintenance responsibilities.
2. Council delegate the authority to the Interim General Manager to negotiate the sale of the Road Reserve.
3. Funds from the sale be allocated to Dog on the Tuckerbox Internally Restricted Reserve.

CARRIED

RESUMPTION OF OPEN COUNCIL MEETING

RESOLUTION 219/2025

Moved: Cr Les Cooper
Seconded: Cr Ethan Ryan

That the Open Council meeting resume at 7:25pm.

CARRIED

ANNOUNCEMENT OF CLOSED COUNCIL RESOLUTIONS

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

The Meeting closed at 7:27pm.

CHAIRPERSON

GENERAL MANAGER

6 MAYORAL MINUTES

6.1 MAYORAL MINUTE - COUNCILLOR ENGAGEMENTS

DOCUMENT NUMBER	449285
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.

24 October 2025

Cr McAlister (Mayor) attended Riverina Eastern Regional Organisation of Council (REROC) board meeting with the Acting General Manager.

28 October 2025

Crs McAlister (Mayor), Wight (Deputy Mayor), Cooper and Cr Syed attended a Citizenship Ceremony in Cootamundra.

Crs McAlister (Mayor), Wight (Deputy Mayor), Collins, Cooper, Graham, Kelly, Cr Nicholson, Ryan, and Syed (arrived at 5.40pm) attended the Councillor workshop and Council Meeting in Cootamundra.

29 October 2025

Cr Wight (Deputy Mayor) visited Southern Cross Care in Cootamundra.

30 October 2025

Cr McAlister (Mayor), Cr Graham and Local Member Steph Cooke met with NSW Agricultural Minister Tara Moriarty.

31 October 2025

Crs McAlister (Mayor) attended an online interview with candidate for Demerger Transition Manager.

6 November 2025

Crs McAlister (Mayor) and Wight (Deputy Mayor) attended an online interview with candidate for Demerger Transition Manager.

10-12 November 2025

Cr Cooper attended the National Local Roads, Transport and Infrastructure Congress in Ballarat with the Acting Deputy General Manager.

7 REPORTS FROM COMMITTEES

Nil

8 GENERAL MANAGER'S REPORT

8.1 GENERAL MANAGER OFFICE

Nil

8.2 BUSINESS

8.2.1 AMENDMENTS TO MEMBERSHIP OF AUDIT, RISK AND IMPROVEMENT COMMITTEE (ARIC)

DOCUMENT NUMBER	448591
REPORTING OFFICER	Linda Wiles, Manager Business
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>4. Collaborative and progressive leadership</p> <p>4.1 A clear strategic direction that is delivered upon</p>
FINANCIAL IMPLICATIONS	There is a minor increase in costs, estimated to be \$1000 per year
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

That Council:

1. Notes that the chair of the Audit, Risk and Improvement Committee (ARIC) Mr Nick Tobin has advised he is ineligible to continue to chair the Committee as an employee of a NSW Council in accordance with the *Local Government (General) Regulation 2021* ('Regulation') s 216D(k) however remains eligible to remain on the ARIC as an independent member.
2. Appoints Ms Kylie McRae as independent Chairperson and Member of the ARIC for the remainder of the current term of the ARIC, to 30 June 2028.
3. Appoints Mr Nick Tobin as an Independent Member to 30 June 2028.
4. Notes that the General Manager will coordinate with the member councils of the Audit Alliance to notify the OLG of this change in accordance with the Regulation s 216H(2).

Introduction

Council is required to have an Audit, Risk and Improvement Committee ('ARIC') under the Local Government Act s 428A. The composition of the Committee is governed by strict eligibility requirements for independence of members and chairpersons in the Local Government (General) Regulation 2021 s 216D-F.

Discussion

In late 2023, the Office of Local Government (OLG) announced reform to Internal Audit Requirements for Local Councils in NSW, with s 23A Guidelines issued and changes to the legislation. In response, Council worked with the successful shared Internal Audit function to meet the new independence requirements for the ARICs. The Internal Audit Alliance Councils of Bland, Coolamon, Cootamundra-Gundagai, Junee, Lockhart and Temora (the 'Audit Alliance') has operated a shared

Internal Audit and ARIC function for a long period of time (some records indicate this relationship being established in some form for nearly 20 years) and continues to share resources to meet these regulations in the most cost-efficient and effective manner.

In June 2024, Council endorsed the composition of the current ARIC following an EOI process. During this process, it was noted that the ARIC Independent Members had the required skillset to assume the chair role in the event of the absence of the chair for any reason. This was an important factor in establishing the committee to ensure consistency and continuity of the ARIC and this proposal was considered as an option to fill a vacancy in the chair by management and the relevant guidelines.

Resignation of Mr Tobin as Independent Chair and Appointment as Independent Member

Mr Nick Tobin was recently appointed as the General Manager of Hunters Hill Council, and as an employee of a Council, cannot remain as the Independent Chairperson of the ARIC subject to section 216D of the Regulation:

216D Eligibility for appointment as chairperson—the Act, Sch 6, cl 19B

A council must not appoint a person as the chairperson of the council's Audit, Risk and Improvement Committee unless the council is reasonably satisfied the person—

(k) is not an employee of a council or a joint organisation.

There is no restriction on the Independent Members being employees of the Council. Mr Tobin has advised that he wishes to remain as an Independent Member of the Council and continue his work on the ARIC. The Audit Alliance General Managers have all agreed to this approach.

Appointment of Ms Kylie McRae as Independent Chairperson

Ms Kylie McRae is currently an Independent Member on 4 of the six Audit Alliance Council ARICs. Discussions with the Internal Audit Alliance has recommended that Ms McRae be appointed to the two Alliance members that she is not currently a member.

Ms McRae indicated a willingness to chair the Committees in the initial EOI and has undertaken the Acting Chair role previously across the Alliance.

Ms McRae has over 30 years' experience providing assurance services, risk management advice and support, probity advice and assurance, fraud and corruption investigations and advice, workplace investigations, designing and implementing corporate governance structures and processes, strategic planning and analysis, compliance management and organisational performance.

Ms McRae's passion is using effective assurance, governance, risk management and compliance to drive improved organisational performance and enhance value provided to customers, stakeholders and the community.

Consultation

General Managers of the Internal Audit Alliance have agreed with this approach and a similar report is being put to all six Councils.

Council Policy/Risk/Legislation Considerations

The current approach of the Audit Alliance allows compliance with legislative obligations at relatively low cost compared with other Councils. The proposed approach is considered the most appropriate way to ensure continuity and meet the legislative obligations relating to the role of ARIC.

Financial

There is a minor increase in costs with Ms McRae being an additional member of the Committee, estimated to be \$1,000 per year. This cost is seen as minor and incurred due to the nature of the arrangement, which is operating an efficient model within the Audit Alliance. Alternative models are forecasted to be significantly more expensive without the benefits of a shared arrangement.

OLG 23a Guideline consideration

Report purpose does not conflict with guidelines.

8.2.2 CODE OF CONDUCT COMPLAINT STATISTICS

DOCUMENT NUMBER	448771
REPORTING OFFICER	Linda Wiles, Manager Business
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>4. Collaborative and progressive leadership</p> <p>4.4 Recognised as a premier local government Council that represents and advocates for community needs</p>
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	In accordance with the adopted procedures for the administration of the Code of Conduct.
ATTACHMENTS	Nil

RECOMMENDATION

The report on Code of Conduct complaint statistics for the period 1st September 2024 to 31st August 2025, be received and noted.

Introduction

In accordance with part 11.1 of Council's adopted Procedures for the Administration of the Code of Conduct for Councillors (Reporting on Complaints Statistic) the complaints coordinator must arrange for the statistics, as outlined below to be reported to the Council within 3 months of the end of September of each year.

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

Discussion

During the reporting period Council has received six (6) Code of Conduct complaint, received about Councillors or the General Manager.

All staff and Councillors are bound to comply with the Council's Code of Conduct. All complaints are investigated and dealt with in accordance with the Code of Conduct Policy and Procedure.

In accordance with the requirements, the Office of Local Government has been advised accordingly.

The following statistics are reported about code of conduct complaints made during the period 1 September 2024 to 31 August 2025.

Number of Complaints			
1	The total number of complaints received in the reporting period about councillors and the General Manager (GM) under the code of conduct from the following sources:		
i	Community	1	
ii	Other Councillors	5	
iii	General Manager	0	
iv	Other Council Staff	0	
2	The total number of complaints finalised about councillors and the GM under the code of conduct in the following periods:		
i	3 Months	2	
ii	6 Months	4	
iii	9 Months	0	
iv	12 Months	0	
v	Over 12 months	0	
Overview of Complaints and Cost			
3	a	The number of complaints finalised at the outset by alternative means by the GM or Mayor	6
b		The number of complaints referred to the Office of Local Government (OLG) under a special complaints management arrangement	0
c		The number of code of conduct complaints referred to a conduct reviewer	0
d		The number of code of conduct complaints finalised at preliminary assessment by conduct reviewer	0
e		The number of code of conduct complaints referred back to GM or Mayor for resolution after preliminary assessment by conduct reviewer	0

f The number of finalised code of conduct complaints **investigated by a conduct reviewer** 0

g Cost of dealing with code of conduct complaints via preliminary assessment 0

h Progressed to **full investigation by a conduct reviewer** 0

i The number of finalised complaints investigated where there was found to be **no breach** 6

j The number of finalised complaints investigated where there was found to be **a breach** 0

k The number of complaints referred by the GM or Mayor **to another agency** or body such as the ICAC, the NSW Ombudsman, OLG or the Police

i ICAC 0

ii NSW Ombudsman 0

iii OLG 0

iv Police 0

v Other Agency (please specify) 0

l The number of complaints being investigated that are **not yet finalised** 0

m The **total cost** of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs \$2,000

Preliminary Assessment Statistics

4 The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:

a To take no action (clause 6.13(a) of the 2020 Procedures) 2

b To resolve the complaint by alternative and appropriate strategies (clause 6.13(b) of the 2020 Procedures) 4

- c To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies (clause 6.13(c) of the 2020 Procedures) 0
- d To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police (clause 6.13(d) of the 2020 Procedures) 0
- e To investigate the matter (clause 6.13(e) of the 2020 Procedures) 0
- f Other action (please specify) 0

Investigation Statistics

5 The number of investigated complaints resulting in a determination that there was **no breach**, in which the following recommendations were made:

- a That the council revise its policies or procedures 0
- b That a person or persons undertake training or other education (clause 7.40 of the 2020 Procedures) 4

6 The number of investigated complaints resulting in a determination that there **was a breach** in which the following recommendations were made:

- a That the council revise any of its policies or procedures (clause 7.39 of the 2020 Procedures) 0
- b In the case of a breach by the GM, that action be taken under the GM's contract for the breach (clause 7.37(a) of the 2020 Procedures) 0
- c In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 (clause 7.37(b) of the 2020 Procedures) 0
- d In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 and that the matter be referred to OLG for further action (clause 7.37(c) of the 2020 Procedures) 0

7 Matter referred or resolved after commencement of an investigation (clause 7.20 of the 2020 Procedures) 0

Categories of misconduct

8 The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:

- a General conduct (Part 3) 0
- b Non-pecuniary conflict of interest (Part 5) 0
- c Personal benefit (Part 6) 0
- d Relationship between council officials (Part 7) 0
- e Access to information and resources (Part 8) 0

Outcome of determinations

9 The number of investigated complaints resulting in a determination that there was a breach in which the council:

- a Adopted the independent conduct reviewer's recommendation 0
- b Failed to adopt the independent conduct reviewer's recommendation 0

10 The number of investigated complaints resulting in a determination where:

- a The external conduct reviewer's decision was overturned by OLG 0
- b Council's response to the external conduct reviewers recommendation was overturned by OLG 0

11 Date Code of Conduct data was presented to council 18-
Nov-
25

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

The objective of this report does not conflict with guidelines.

8.2.3 ANNUAL REPORT 2024/2025

DOCUMENT NUMBER	449102
REPORTING OFFICER	Anne Chamberlain, Governance Officer
AUTHORISING OFFICER	Linda Wiles, Manager Business
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>4. Collaborative and progressive leadership</p> <p>4.1 A clear strategic direction that is delivered upon</p>
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	To comply with Section 428 of the <i>Local Government Act 1993</i> (the Act), and the <i>Local Government (General) Regulation 2021</i> .
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Annual Report 2024/2025 ↓

RECOMMENDATION

- 1. The Draft Annual Report, including a copy of the Financial Statements for the year ended 30 June 2025, attached to the report, be endorsed.**
- 2. A copy of the 2024/2025 Annual Report be placed on Council's website and provided to the Minister for Local Government.**
- 3. Note that a copy of the Financial Statements are not included in the Annual Report. Council have requested and been granted an extension for lodgement of the Financial Statement to 12 December 2025. A copy of the Financial Statements will be place on Council's website once finalised.**

Introduction

Under Section 428 of the Local Government Act, 1993 (the Act), councils must prepare an annual report within five months after the end of the financial year. Council must upload a copy of the annual report, (including financial statements), to its website and provide a copy to the Minister for Local Government (the Minister) and such other persons and bodies as regulations apply and provided a copy of Council's Disability Inclusion Action Plan provided to the Minister for Disability Services.

Note: Council has applied for and been granted an extension for lodgement of Council's Financial Statements to 12 December 2025. A copy of the Financial Statements will be place on council's website and forwarded to the Minister for Local Government once finalised.

The Annual Report is the key reporting document for Council to keep the community informed as to what was achieved in the financial year, in addition to reporting against a number of statutory reporting requirements.

Discussion

The submission of the Annual Report meets Council's legislative requirements under the Local Government Act (1993) and Local Government (General) Regulation (2021).

The Annual Report includes information that is prescribed by the Regulation. These requirements have been included in the Regulation because the Government believes that it is important for community members to know about it; to help their understanding of how their council has been performing both as a service provider and a community leader.

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

The objective of this report does not conflict with guidelines.



COOTAMUNDRA-
GUNDAGAI REGIONAL
COUNCIL

Annual Report 2024-2025



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Purpose of the Report

The Cootamundra-Gundagai Regional Council 2024/2025 Annual Report is part of our commitment to transparency and accountability between Council and the Community.

The report provides an overview of Council's activities for the 2024/2025 Financial year and of Council's achievements within each pillar of the Community Strategic Plan.

Council acknowledges the dedication and commitment of staff and volunteers who deliver services and facilities throughout Cootamundra-Gundagai Regional Council.

This report has been prepared in Compliance with the *Local Government Act 1993*.





Cootamundra-Gundagai Regional Council acknowledge the Wiradjuri People as the Traditional Custodians of the land on which we live, work and play. We pay respect to Elders past, present, and emerging. They are the holders of the knowledge, culture, values and hopes of Aboriginal and Torres Strait Islander peoples who contribute to our community.

Message from the Mayor – Abb McAlister



I am pleased to present this report for the 2024-25 year. A year that has seen many challenges and achievements faced by your Council.

Perhaps the biggest announcement, although not made until July 2025 was the Minister granting our Council the go ahead to proceed with a demerger.

We have fought long and hard for this decision, and much of Councils focus in 2024-2025 was the preparation and delivery of documents and supporting evidence to the Office of Local Government.

We welcomed four new Councillors to the team, and sadly said farewell to Charlie Sheahan, Leigh Bowden, Trevor Glover and Les Boyd. Councillor Rosalind Wight has ably taken on the role of Deputy Mayor, and I welcome her prior experience and knowledge of the area. Councillors Les Cooper, Ethan Ryan and Danyal Syed have settled into their respective roles. I foresee a robust and vigorous Council going forward.

Your Council has continued to deliver a raft of essential services to our communities over the year, services that enable our communities to function and grow. Basic amenities like roads, footpaths, sewerage and waste collection, and lifestyle amenities like parks and gardens, libraries and swimming pools, and all of the administrative work to ensure that all of the operations of council are funded. We have seen many new projects and the strengthening of relationships with many organisations.

The Annual Report is our way of being completely transparent and accountable to our community ensuring that we achieve the goals that we have set out to achieve in our Strategic Plans.

Thank you to all our staff for the day to day work they undertake and cooperation they extend to one another to successfully get the job done

Message from the Interim General Manager – Roger Bailey



It has been my privilege to join Cootamundra-Gundagai Regional Council (CGRC) as Interim General Manager in December 2024, and to now present my first Annual Report to this community. This Report provides an account of Council's progress during the 2024–2025 financial year and ensures that our achievements and challenges are communicated openly with you.

While an Annual Report records the tangible projects delivered, it cannot fully capture the effort, resilience, and dedication of the CGRC team who make those achievements possible. Our staff continue to demonstrate an unwavering commitment to service delivery, innovation, and strengthening the fabric of our community.

Over the past year, we have delivered strongly against both our Delivery Program and Operational Plan. Despite the backdrop of the demerger process, our focus has remained firmly on "Business as Usual". Essential services have been maintained, new projects have been completed, and staff continue to receive appreciation and messages of thanks from residents, gestures that mean a great deal to the people working hard for this region.

Like many councils, CGRC faces ongoing financial challenges. Rising costs of goods, services, and materials affect us all, and local government is not immune. Unlike other sectors, however, councils are subject to rate-pegging and other revenue restrictions imposed by the State Government. This means that our income often does not increase at the same rate as our costs, placing pressure on our ability to deliver the same level of services our communities deserve. Despite this, Council remains committed to maintaining services and delivering projects that support a vibrant, resilient region.

A significant development this year has been the NSW Government's decision, announced on 17 July 2025, to approve the demerger of CGRC into the former Cootamundra and Gundagai councils. The Minister for Local Government has made it clear that this transition will be complex and must be led locally by Council and its elected representatives. Work is now underway to develop a robust implementation plan to guide this transition, ensuring the financial viability and sustainability of the two future councils. Until the demerger is finalised the Cootamundra-Gundagai Regional Council will continue to provide services to the community.

I thank our staff, councillors, and community members for their resilience, support, and commitment throughout this year. Together, we will continue to ensure that Cootamundra-Gundagai remains a strong, welcoming, and thriving place to live, work, and invest.

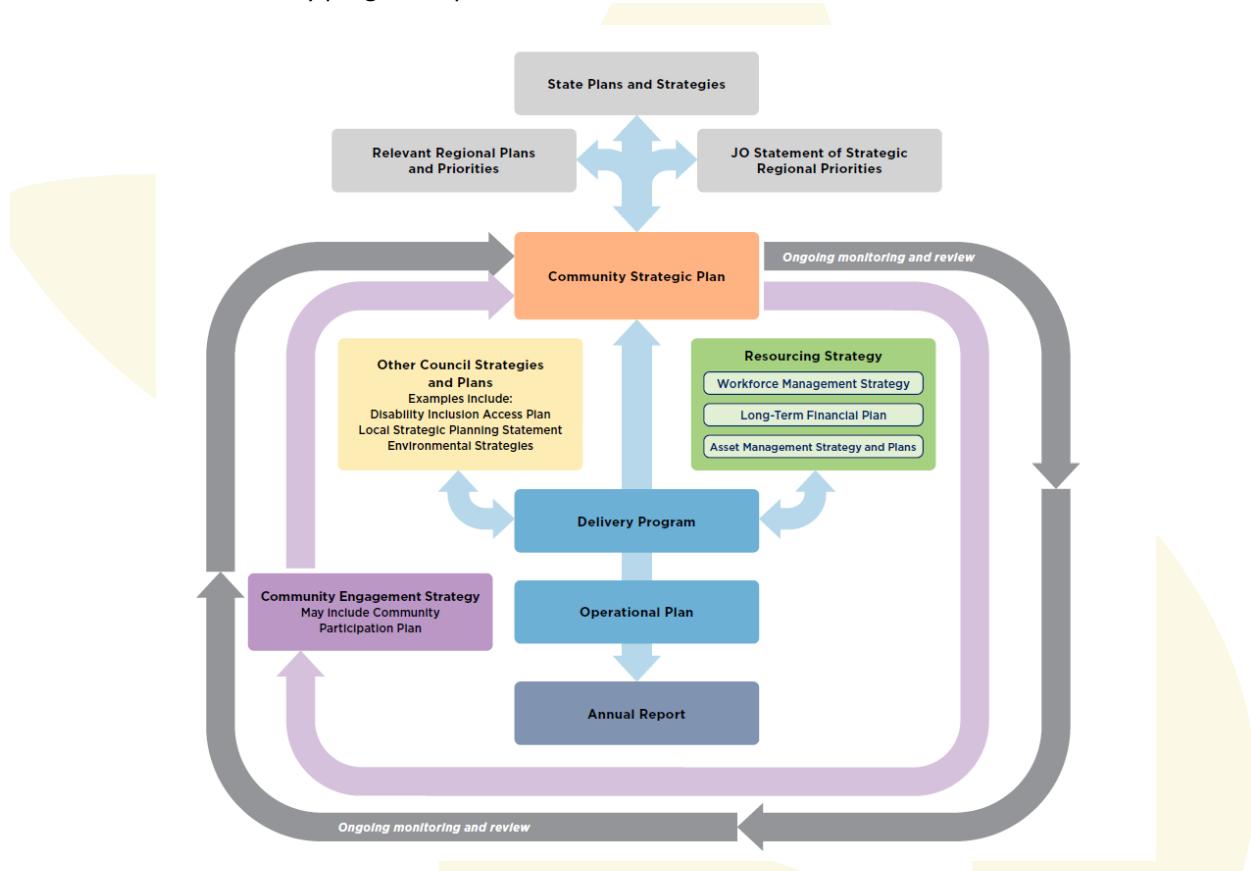
Roger Bailey
Interim General Manager
Cootamundra-Gundagai Regional Council

Operational Framework

In 2009 the Integrated Planning and Reporting Framework (IP&R) for NSW Councils was introduced. Local councils in NSW are required to undertake their planning and reporting activities in accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005.

The Integrated Planning & Reporting framework enables councils to integrate their various plans together, understand how they interact and get the maximum leverage from their efforts by planning holistically for the future. Under the IP&R framework Council is required to prepare the following documents:

- Community Strategic Plan (CSP) (10-year plan)
- Delivery Program (4-year plan)
- Resourcing Strategy (Long Term Financial Plan, Workforce Plan and Asset Management Plans)
- Operational Plan (Budget) (1 year)
- Annual Report
- End of Term Report
- Six monthly progress reports



Our Vision Our Values

A vibrant region attracting people, investment and business through innovation, diversity, and community spirit.

As a community we value, Country Living, Agricultural Landscapes and Friendly Communities.

About Cootamundra-Gundagai Regional Council LGA

Cootamundra-Gundagai Regional Council's local Government Area is located in the Southwest Slopes and Riverina Regions of New South Wales, approximately 4 hours' drive from Sydney CBD and about 90 minutes' drive from Canberra CBD. It includes the towns of Cootamundra and Gundagai, as well as the villages of Adjungbilly, Coolac, Muttama, Nangus, Stockinbingal, Tumblong, and Wallendbeen.

We sit within the Federal Electorate of the Riverina and the NSW Legislative Assembly electoral district of Cootamundra.

Cootamundra-Gundagai Regional Council has an area of 3,981 square kilometers and a population of 11,404 residents. It is the northern gateway to the Riverina District of New South Wales and home to a diverse landscape of steep hills and forestry in the east, lush Murrumbidgee valleys in the south and renowned, highly productive croplands to the Northwest. Interspersed between the scenic landscapes and natural beauty you will find historical towns, villages, and rural communities, each unique in their own way.

The region's main industries are agriculture, producing wheat, canola, cereal crops, sheep, wool, cattle, and Forestry.

Our Councillors



Left to right: Cr Les Cooper, Cr Danyal Syed, Cr Ethan Ryan, Deputy Mayor Rosalind Wight, Cr Gil Kelly, Cr Penny Nicholson, Mayor Abb McAlister, Cr David Graham, Cr Logan Collins.

Mayor Abb McAlister

Councillor Abb McAlister has been elected as Mayor for Cootamundra-Gundagai Regional Council. This is Councillor McAlister's second term as mayor for the Council. First representing CGRC after the merger of the two former Gundagai and Cootamundra Shire Councils. Councillor McAlister is a seasoned local government representative serving his local community, for many years.

Councillor McAlister is also a fierce supporter of community organisations and the work they do in their respective communities. Residing in Gundagai Councillor McAlister is admired and well respected by his peers and community alike.

Councillor McAlister has a strong voice and is passionate about his community. A retired stock and station agent and local government advocate, Councillor McAlister has a wide network and can communicate at all levels.

Councillor McAlister brings to the table experience, passion, and a can-do attitude and represents the community to which he serves with enthusiasm and zest. Councillor McAlister has pledged that he will endeavour to bring unity and respect within the Council chamber and foster a team environment for the benefit of all the communities the council represents.

Committee Representations:

- Cootamundra Aerodrome Users Advisory Group
- Muttama Hall Management s.355 Committee
- Flood Risk Management Committee for the Gundagai Villages Flood Study

Deputy Mayor Rosalind Wight

Elected to the position of Deputy Mayor, Councillor Wight brings a wealth of experience to Cootamundra-Gundagai Regional Council (CGRC). Formally serving on the Cootamundra Shire Council and the first term of merged Councils (Cootamundra and Gundagai). Councillor Wight

has 6 years' experience as a Councillor and advocate for her local community.

Councillor Wight has been a Cootamundra local for over 25 years. a farmer with a keen interest in history and decorative arts. Councillor Wight has been a staunch supporter of the Cootamundra Heritage Centre. During her time at Cootamundra Shire Council Councillor Wight initiated and drew up plans for the picturesque Rose Garden in Cootamundra's Albert Park and the refurbishment of the memorial gardens at the Cootamundra Cenotaph.

Experience, unity, working cohesively and fiscal responsibility are the attributes Councillor Wight hopes to bring to Council.

Committee Representations:

- Cootamundra Heritage Centre
- The Riverina Regional Library (RRL)

Councillor Gil Kelly

Councillor Gil Kelly has served four terms on Council and has acquired a lot of experience in local government over this time. Elected to the position of Mayor in July 2024, Councillor Kelly proudly took on the top job until the 2024 Local Government elections. Serving as Deputy Mayor previously, Councillor Kelly was born in Cootamundra and is a campaigner for community service and volunteering, he is the deputy captain for the local Rural Fire Service, Vice President of the Cootamundra Ex-Services Club as well as serving on several Council sub-committees.

Employed as an Area Manager with a market leading international supply company. Councillor Kelly understands the need to build and foster relationships. With an honest and transparent nature, Councillor Kelly is known to be loud and proud about his community and has pledged his advocacy for all residents within the LGA.

Councillor Kelly believes that tough decisions need to be made, some won't be popular however decisions will be made to achieve the long-term viability of our Council. Promoting the region as a prosperous and liveable environment, where businesses flourish, residents are getting the services needed and growth is adding value are principles Councillor Kelly wants to achieve.

Committee Representations:

- The Showground Users Group s.355 Committee
- South-West Slopes Zone Service Liaison Committee (RFS)

Councillor Penny Nicholson

Councillor Nicholson is a passionate Gundagai resident and recognised for being approachable, honest and a strong advocate for the communities she represents. Serving her third term, Councillor Nicholson will continue in her endeavours to seek opportunities to drive business, tourism and facilities within the region.

As a former small business owner Councillor Nicholson understands the challenges business owners face and the rewards that can be achieved when communities support local business and create initiatives to drive success.

Councillor Nicholson will bring experience and enthusiasm to council encouraging and fostering a culture of integrity and transparency within the chamber.

Committee Representations:

- Gundagai Youth Council
- Gundagai Tourism Action Group Advisory Committee

Councillor Logan Collins

Councillor Logan Collins is serving his second term with CGRC, elected as the youngest Councillor in NSW he brings a youthful perspective to local government and is committed to seeing his community prosper.

Councillor Collins acknowledges that decisions council has to make aren't always easy and can draw conflict. He believes deliberation, discussion and unity are the best way forward to achieving the most desirable outcomes for the communities he represents.

Councillor Collins is passionate about emergency management, road safety, rural health, regional employment, housing and youth and serves on a number of Council Committees that reflect his interests and commitment to community development and maintenance of services.

Committee Representations:

- Local Traffic Forum Committee
- Access and Inclusion Advisory Committee
- Cootamundra Youth Council

- The Arts Centre Cootamundra s.355 Committee
- Wallendbeen Memorial Hall s.355 Committee
- Eastern Riverina Arts Advisory Committee

Councillor David Graham

Councillor David Graham has dedicated many years to local government and his community. This is Councillor Graham's third term as councillor for Cootamundra-Gundagai Regional Council and was part of the chamber for the former Gundagai Shire Council.

His 25 years plus experience in local government has equipped Councillor Graham with a sound knowledge of local government fiscal policy and long-term financial goals.

A proud Adjungbilly resident Councillor Graham is an accountant, a grazier and a zealous supporter of community, the "bush" and the challenges facing rural residents.

Councillor Graham is committed to the region, has the skills to work within a team environment and dedicated to seeing the region grow and prosper.

Councillor Graham has been a strong advocate for the demerger to take place so local government truly means local for both communities.

Committee Representations:

- Softwoods Working Group

Councillor Ethan Ryan

Councillor Ryan is serving his first term on Council and is one of the younger members of the chamber he considers that being a councillor is about more than just roads, rates and rubbish. Councils make decisions that affect daily lives and believes being a councillor is about shaping the future of our towns and enhancing community life.

Councillor Ryan has gained valuable experience working with institutions such as the Australian War Memorial and National Gallery of Australia before pursuing a career in the Defense Industry / Government Security space, he is a firm believer that Council should and can seize opportunities that benefit every corner of the communities he represents.

Councillor Ryan has experience in his professional roles where tough decisions were made, strategic thinking was needed, and the

ability manage complex challenges. These are skills Councillor Ryan believes he can bring to the Council chamber that will assist with the navigation of the challenges the community faces.

Committee Representations:

- Audit, Risk and Improvement Committee (ARIC)
- Muttama Creek Regeneration Group s.355 Committee
- Bradman Birthplace s.355 Committee

Councillor Les Cooper

Councillor Les Cooper is serving his first term as a Councillor and is a committed Cootamundra local who will lead local community solutions.

Semi-retired Councillor Cooper has life-experience and careers in public service that include the NSW Police Force, Army Reserve, the transport industry, and IT. Councillor Cooper feels he now has the time to give back to his community and make a difference.

Councillor Cooper is an ardent supporter of "local" and maintaining local services, cutting back on red tape that confines development and growth, streamlining services and tackling environmental issues.

Councillor Cooper will stand and fight for the best possible outcomes for our LGA, for every rate payer and resident.

Committee Representations:

- Stockinbingal Ellwood Hall s.355 Committee
- Goldenfields Water County Council

Councillor Danyal Syed

Councillor Ryan lives in Cootamundra with his wife Dr Mariam and two young daughters. Together they run a medical Center, Country Med Group, established in 1977.

Danyal is an Electrical and Electronic Engineer with a Bachelors (Hons) in Electrical and Electronic Engineering and has a diploma in Project and Business management.

Committee Representations:

- Adina Court Board
- Cootamundra Tourism Action Group Advisory Committee.
- Illabo to Stockinbingal Inland Rail – Community Consultative Committee

CGRC ORGANISATION STRUCTURE



Organisational Structure 2024-2025



STATUTORY REPORTING REQUIREMENTS

The following information details Council's response to the statutory reporting requirements of *the Local Government Act 1993* under section 428 Annual Reports, and the more detailed response to *the Local Government (General) Regulation 2021*.

Councils 2024/2025 Financial Report

A copy of Councils 2024/2025 Audited Financial Report will be available on Council's website in accordance with the Local Government Code of Accounting Practice and Financial Reporting.

**Council requested and have been granted an extension for lodgement of Council's Financial Statements to 12th December 2025. A copy of the Financial Statements will be placed on our website once finalised.

Special Rate Variation

Report on activities funded via a special rate variation of general income including:

- *Reporting requirements set out in the Instrument of Approval*
- *Projects or activities funded from variation*
- *Outcomes achieved as a result of the project or activities*

All previous Special Rate Variations (SRV) from iPart have now ceased as of 30 June 2025.

The additional income received in 2025 was \$594,431.

Council has applied for and received two previous Special Rate Variations (SRV).

The first variation commenced in 2014, and the extra income has been used to service the loan used to upgrade Gundagai Main Street.

The second SRV commenced in 2021, the extra funds are being utilised to ensure Council is financially sustainable.

Rates and Charges Written Off

Local Government General Regulations Cl 132

The total amount of rates and charges written off during 2024/25 was \$13,890.39

Mayoral And Councillor Expenses

Local Government General Regulation Cl 217(a1)

Total cost during 2024/2025 of the payment of expenses of, and the provision of facilities to Councillors in relation to their civic functions. Identify separate details on the total cost of:

Overseas Visits

Reg cl 217 (1)(a)

Overseas visits by Councillors, council staff or other persons representing council (including visits sponsored by other organisations): NIL

Council's payments to Mayor and Councillors comply with the provisions of Section 252 of the Local Government Act 1993 and provide for the payments of expenses incurred or to be incurred by and the provision of facilities to the Mayor and Councillors in relation to discharging the functions of civic office.

Councillor Fees and Expenses									
Financial Year 2024/2025									
Councillor	Councillor Fee	Mayoral Fee	Superannuation	General travel expenses	Accommodation and meals	Professional Development, Conferences, and seminars (includes membership fees)	Mobile Phone Expenses	ICT Expenses - iPad data	TOTAL
Charlie Sheahan	\$2,677.40	\$430.16	\$674.74	-	\$1,991.67	-	\$60.00	\$19.00	\$5,852.97
Leigh Bowden	\$2,677.40	-	\$427.35	\$307.80	\$1,108.32	\$88.98	-	\$57.00	\$4,666.85
Trevor Glover	\$2,677.40	-	\$427.35	-	\$814.27	\$384.54	-	\$57.00	\$4,360.56
Les Boyd	\$2,677.40	-	\$427.35	-	-	-	-	\$57.00	\$3,161.75
Abb McAlister	\$12,423.12	\$15,916.09	-	\$7,341.46	\$992.54	\$118.18	-	\$228.00	\$37,019.39
Rosalind Wight	\$9,745.72	\$4,279.45	-	\$2,755.95	-	-	-	\$228.00	\$17,009.12
Logan Collins	\$12,423.12	-	-	\$2,481.73	\$610.63	\$910.91	-	\$228.00	\$16,654.39
Les Cooper	\$9,745.72	-	\$997.61	-	-	-	-	\$228.00	\$10,971.33
David Graham	\$12,423.12	-	-	-	-	-	-	\$228.00	\$12,651.12
Gil Kelly	\$12,423.12	\$4,678.74	-	-	\$587.74	\$70.00	-	\$228.00	\$17,987.60
Penny Nicholson	\$12,423.12	\$963.70	-	\$1,081.10	-	\$72.73	-	\$228.00	\$14,768.65
Ethan Ryan	\$9,745.72	-	-	-	-	-	-	\$228.00	\$9,973.72
Danyal Syed	\$9,745.72	-	-	-	-	-	-	\$228.00	\$9,973.72
TOTAL	\$111,808.08	\$26,268.14	\$2,954.40	\$13,968.04	\$6,105.17	\$1,645.34	\$60.00	\$2,242.00	\$165,051.17
Councillor Induction Training LGNSW									
\$7,900.00									
Nil Expenses (All Councillors)									
Overseas travel expenses	\$0								
Home Office Expenses	\$0								
Carer Expenses	\$0								

Induction Training and Ongoing Professional Development

Local Government General Regulation Cl 186

1 July 2024 – 30 June 2025

Attendance at state or national conferences/workshops/summits etc. Including training or other professional development.

Cr Sheahan (1 July – 8 July 2024)	Australian Local Government Association (ALGA) National General Assembly. Australian Council of Local Government forum.
Cr Bowden (1 July – 14 September 2024)	Regional Cooperation and Development Forum. Australian Local Government Women's Association (ALGWA) Networking Breakfast.
Cr Boyd (1 July – 14 September 2024)	Nil.
Cr Glover (1 July – 14 September 2024)	Nil.
Cr McAlister	Day One of the Councillor Induction Training in Cootamundra. Rural and Regional Summit. Mayoral Summit 2025.
Cr Wight	Day Two of the Councillor Induction Training in Cootamundra.
Cr Cooper	Day One and Two of the Councillor Induction Training in Cootamundra.
Cr Collins	National Local Roads, Transport and Infrastructure Congress.
Cr Syed	REROC Councillor Induction Training.
Cr Graham	REROC Councillor Induction Training.
Cr Kelly	Nil.
Cr Ryan	Day One and Two of the Councillor Induction Training in Cootamundra.
Cr Nicholson	REROC Councillor Induction Training.

- Interstate visits by councillors, including transport, accommodation, and other out-of-pocket traveling expenses: Nil.
- Overseas visits by councillors, including transport, accommodation, and other out-of-pocket travelling expenses: Nil.
- Expenses of any spouse, partner or other person who accompanied a Councillor in the performance of his or her civic functions being expenses payable in accordance with the Guidelines of the payment of expenses and the provision of facilities of Mayors and Councillors: NIL
- Expenses involved in the provision of care for a child of, or an immediate family member of a Councillor: NIL

Modern Slavery Act 2018

There have been no issues raised by the Anti-slavery Commissioner during the year concerning the operations of the Council and identified by the Commissioner as being a significant issue.

Cootamundra-Gundagai Regional Council has undertaken the following actions to fulfill Council's obligations in relation to modern slavery.

- Updated Council's Procurement Policy to include modern slavery provisions.
- Develop and undertake a modern slavery risk assessment prior to beginning major procurement activities.
- Take action if or when modern slavery practices are identified and report occurrences to the proper authorities.

Council has not knowingly used or contributed to modern slavery practices in any form.

Council complies with the relevant laws and regulation regarding employee recruitment, remuneration, working conditions and freedom of association.

Contractors / Works Awarded

Local Government General Regulation Cl 217(a2)

The following table details contracts awarded by Council during the year for sums of greater than \$150,000.

Name	Goods/Service Provided	Total Amount Payable Under Contract
Boral Construction Materials Group Ltd	Road base & Aggregate Supplier	\$3,143,154
Goldenfields Water County Council	Bulk Water	\$1,886,349
Bridge & Marine Engineering Pty. Ltd.	Engineering Contractors	\$1,411,585
Jardine Lloyd Thompson Pty Ltd	Insurance	\$1,290,188
Fallon Excavations Pty Ltd	Construction Contractor	\$1,233,808
State cover Mutual Limited	Insurance	\$836,940
Fulton Hogan Industries Pty Ltd	Construction Contractor	\$810,820
Riverina Traffic Services	Traffic Service Contractor	\$692,162
Huon Contractors Pty Ltd	Construction Contractor	\$642,769
Benex Group Pty Ltd	Construction Contractor	\$605,864
Wyangle Quarry Pty Ltd	Road base & Aggregate Supplier	\$580,822
BIDS Construction Pty Ltd	Construction Contractor	\$536,484

Local Government NSW	Contractor labour hire	\$534,906
Dalski Pty Ltd	Construction Contractor	\$522,452
Capital Lines And Signs	Line marking Contractor	\$505,848
360 Engineering	Engineering Contractors	\$495,034
Wagga Motors Pty. Ltd.	Vehicle Purchases	\$488,173
Leisure and Recreation Group	Sporting Facility Contractor	\$482,114
Hilltops Council	Contribution to Waste Management	\$475,086
Ampol Australia Petroleum Pty Ltd	Fuel for Plant & Machinery	\$472,871
Bald Hill Quarry Pty. Ltd.	Road base & Aggregate Supplier	\$451,970
Bucher Municipal	Vehicle Purchases	\$446,767
Petro National Pty Ltd T/as South West Fuel Centre	Fuel for Plant & Machinery	\$444,895
Iberdrola Australia Energy Markets Pty Limited	Energy Provider	\$433,332
Wagga Trucks	Vehicle Purchases	\$421,841
Tegra Australia Pty Ltd	Road base & Aggregate Supplier	\$404,649
McIntosh Fencing Pty Ltd	Construction Contractor	\$376,636
JSC Pty Ltd	Construction Contractor	\$371,851
Origin Energy Electricity Limited	Energy Provider	\$314,893
sideEffekt Pty Ltd	IT Contractor	\$308,828
LFT Bitumen Pty Ltd	Road base & Aggregate Supplier	\$296,455
Cleanaway Pty Ltd	Waste Contractor	\$279,274
Excel Turf Pty Ltd	Construction Contractor	\$276,587
Western Kerbing & Civil Pty Ltd	Construction Contractor	\$274,144
Water Treatment (Australia) Pty Ltd	Engineering Contractors	\$264,799
Rivtoy Pty Ltd T/as Cootamundra Toyota	Vehicle Purchases	\$226,449
Regional Engineering Services Pty Ltd	Engineering Contractors	\$203,044
J S Lienesch (Builder)	Construction Contractor	\$198,680
East Coast Traffic Control	Traffic Service Contractor	\$197,147
Building & Environmental Services Today	Contractor labour hire	\$195,654
Stabilfix Pty Ltd	Construction Contractor	\$182,152
Damage Control Project Management Pty Ltd	Flood Damage Consultant	\$179,838
Smallmon Brothers Waste Pty Ltd	Waste Contractor	\$173,949
Ausroad Manufacturing Pty Ltd	Vehicle Purchases	\$171,185
Tutt Bryant Equipment	Vehicle Purchases	\$168,806
Des Winnel Bulldozing Pty Ltd	Construction Contractor	\$167,992
Graymont (Australia) Pty Ltd	Road base & Aggregate Supplier	\$166,883
Horizon United Group Pty Ltd	Waste Contractor	\$163,127
GHD	Engineering Contractors	\$162,308
Elouera Recycling	Waste Contractor	\$158,796
Sewerquip Group Pty Ltd	Construction Contractor	\$156,776
Civica Pty Ltd	Software licensing and support	\$152,755

Legal Expenses

Local Government General Regulation Cl 217 (1)(a4)

Summary of the amounts incurred by the council in relation to legal proceedings including:

- Amounts incurred by council in relation to proceedings taken by or against council (including out of court settlements)*

Description	Amount	%
Rates and Debit Recovery (inc. court fees)	\$29,288	39%
Development and Building	\$26,516	35%
Regulatory Services (inc. court fees)	\$9,970	13%
Operations Management	\$6,569	13%
Other	\$3,367	4%
Total	\$75711	100%

Below is a summary of the progress of relevant legal matters:

- Rates and Debt Recovery - relates to solicitor and service fees of SR Law which is handling a multitude of claims. CGRC has greatly increased its recovery actions in 2025.
- Development and Building – Relates to various matters including advice sort associated with Dog on the Tuckerbox Redevelopment as well as Environmental Issues and Lease to New Soil PL.
- Regulatory Services - Member of the public challenged CGRC in court over repeated car infringement in public spaces. They were unsuccessful and must pay the full amount outstanding.

Private Works

Local Government Act 1993 s67(3) and Local Government General Regulation 2021 Cl 217 (1)(a4).

Council did not pass any resolutions under s67 of the Local Government Act 1993 concerning work carried out on private land which was fully or partly subsidised by Council during this financial year.

Financial Assistance

Local Government General Regulation cl 217 (1) (a6)

Total amount contributed or otherwise granted to financially assist others.

Community Donations were received from within the Cootamundra-Gundagai Regional Council Local Government Area, from a cross section of Community and Sporting organisations.

Organisation	Amount granted
Cootamundra Sports Foundation	\$ 500.00
Gundagai Shed	\$ 4,000.00
Gundagai Drawing Group	\$ 1,146.00
Gundagai Business Network	\$ 5,000.00
Gundagai Neighbourhood Centre Inc	\$ 3,300.00
Cootamundra Rifle Club Inc	\$ 2,676.00
Cootamundra Food Bank	\$ 5,000.00
Cootamundra High School	\$ 200.00

Lions Club of Cootamundra	\$ 750.00 (plus \$500 in-kind)
Cootamundra Rodeo and Equine Sporting Centre	\$ 4,000.00
Muttama Hall Management s.355 Committee	\$ 1,175.00
Cootamundra Strikers Soccer Club Incorporated	\$ 2,000.00
Cootamundra Scout Group	\$ 728.00
Gundagai Historical Museum Incorporated	\$ 3,000.00
Australian Road Transport Heritage Centre	\$ 3,525.00
Intereach Ltd	\$ 2,000.00
Cootamundra District Cricket Association	\$ 1,200.00
TOTAL:	\$ 40,200.00

Functions Delegated by Council

Local Government General Regulation Cl 217(a6)

Statement of all external bodies that exercised functions delegated by council.

To better engage the community and reflect local community views and needs, Council delegates a range of its functions to volunteer committees and other organisations.

Under Section 355 of the Local Government Act 1993, Cootamundra-Gundagai Regional Council may delegate some of its functions to a committee of Council. Council uses this delegation to appoint community members to manage its facilities or function through a committee of management.

The following committees were involved in the planning and management of Council facilities or functions and were appointed in accordance with section 355 of the Local Government Act.

- Cootamundra Showground Users Group
- Wallendbeen Memorial Hall
- Stockinbingal Ellwood's Hall
- Muttama Hall Management Committee
- Muttama Creek Regeneration Group
- Cootamundra Heritage Centre Management
- The Arts Centre Cootamundra
- Bradman Birthplace

Controlling Interest Statement

Local Government General Regulation Cl 217(a7)

Statement of all corporations, partnerships, trusts, joint ventures, syndicates, or other bodies in which council held a controlling interest.

Council held no controlling interests in any corporations, partnerships, trusts, joint ventures, syndicates, or other bodies (whether or not incorporated during the year) during 2024-25.

External Bodies, Companies or Partnerships

Local Government General Regulation Cl 217(a8)

Statement of all corporations, partnerships, trusts, joint ventures, syndicates or other bodies (whether or not incorporated) in which the council participated during the year.

Council was party to the following joint venture/partnerships in 2024-2025:

- Goldenfields Water County Council
- Riverina Eastern Regional Organisation of Councils (REROC)
- Riverina Joint Organisation
- Riverina Regional Library (RRL)
- Country Change Riverina Murray
- Wagga Wagga Tourism Partner
- Eastern Riverina Arts (ERA)
- Softwoods Working Group
- South-East Weight of Loads Group
- Softwoods Working Group
- South-West Regional Waste Management Group
- South-West Slopes Zone Rural Fire Service
- Internal Audit Alliance between Bland Shire, Coolamon Shire, Cootamundra-Gundagai Regional, Junee Shire, Lockhart Shire and Temora Shire Councils.
- Statewide – NSW South Wales Local Government
- Country Mayors Association

EEO Management Plan Implementation

Local Government General Regulation Cl 217(a9)

Statement of Activities undertaken to implement its EEO management plan.

Equal Employment Opportunity (EEO) focuses on recognising and valuing diversity within the workplace. This means having workplace policies, practices and behaviors that are fair and do not disadvantage people who belong to particular groups.

Council provides many services to a diverse community and aims to promote an environment free from harassment, bullying, victimisation, and discrimination. We have an EEO Management Plan with strategies that assist members of EEO groups to overcome past and present disadvantages.

Key EEO activities implemented during the year were:

- Facilitating induction programs for new employees including EEO practices
- Implementing traineeship and apprenticeship programs across Council
- Using merit-based recruitment practices
- Reviewing and managing Council's Employee Assistance Program
- Managing the ongoing review and implementation of HR policies and procedures that support staff grievance resolution, anti-discrimination, workplace bullying and harassment.
- Implementing staff training programs.
- Facilitating appropriate workplace communication.

Senior Staff Remuneration

Clause 217 (1b) & (1c) Local Government (General) Regulation 2005, Council provides the following report on the number of senior staff employed by the Council and the Total Remuneration Package in respect of their employment.

There were no designated Senior Staff employed by Council throughout 2024-2025.

General Manager

A statement of the total remuneration package of the General Manager during 2024/2025:

- The total value of the salary component of the package = \$335,762.
- Total amount of any bonus, performance or other payments that do not form part of the salary component of the General Manager: NIL.
- Total amount payable by the council by way of the employer's contribution or salary sacrifice to any superannuation scheme to which the General Manager may be a contributor = \$34,630.
- Total Value of any non-cash benefits for which the General Manager may elect under the package = NIL.
- Total amount payable by way of fringe benefits tax for any such non-cash benefits = NIL.

Persons Who Performed Paid Work On Wednesday, 4 December 2024

Local Government General Regulation Cl 217 (1)(d) (i),(ii),(iii),(iv)

The Total number of persons who performed paid work for Council on 4 December 2024 were as follows:

Permanent full-time employees, permanent part time or casual basis or under a fixed-term contract	137
Persons who are employed by council as senior staff	0
Persons engaged by the council, under a contract or other arrangement with the person's employer, wholly or principally for the labour of the person	2
Persons supplied to the council, under a contract or other arrangement with the person's employer, as an apprentice or trainee	0

Stormwater Levies and Charges

Local Government General Regulation Cl 217(e)

A statement detailing the stormwater management services provided (if levied)

Council levies an annual Stormwater Management Charge to both residential and business properties, subject to exemptions provided for under the Local Government Act 1993.

- Residential Stormwater Management \$25.00
- Residential Strata Stormwater Management \$12.50
- Business (Non-Residential) Stormwater Management \$25.00 per square meters of land size, or part thereof – Annual Charge – Maximum \$250.00
- Business (Non-Residential) Strata Stormwater Management \$5.00, or the assessment's proportion of the charge that would apply if the total land area was not strata'd

All funds raised are applied to stormwater management improvements, including the following projects completed during the year:

The total amount of Stormwater Levie and Charges during 2024/25 was \$128,000.

Stormwater Levies and Charges were applied to general drainage and infrastructure improvements works across the LGA.

Planning Agreements

Environmental Planning & Assessment Act 1979, S7.5(5)

Particulars of compliance with and effect of planning agreements in force during the year.

Planning agreements are voluntary agreements between a planning authority, such as Cootamundra-Gundagai Regional Council, and a developer. Under the agreement, a developer agrees to provide or fund public amenities and public services, affordable housing, transport and/or other infrastructure. Contribution can be made through dedication of land, monetary contributions, construction of infrastructure or provision of material public benefit.

Two planning agreements were in force during 2024-2025, as outlined below:

Planning Agreement	Description of Works	Status
Eulonga Pastoral Company	<p>Monetary Contribution: The agreement requires the Developer to provide periodic payments to Council.</p> <p>Contribution to be made:</p> <p>(a) A monetary contribution of \$4.00 per truck load leaving the site is to be paid to Council. For the purpose of this agreement a truck is defined as a single truck or a truck and trailer.</p> <p>(b) The developer is to provide the Council with quarterly reports, which shall include the number of loads and tonnages leaving the site. Quarterly reports are to be submitted within fourteen (14) days after the last day of the quarter period.</p>	Ongoing
Jeremiah Wind Farm Pty Ltd	<p>Monetary Contribution:</p> <p>(a) The Company must pay to the Council the Monetary Contribution in arrears within 14 days of 1 July of each year for each turbine which was an Intended Turbine or an Operating Turbine (as applicable) during the preceding Contribution Year.</p>	SSD-22472709 Development has not commenced to stage where Voluntary Planning Agreement becomes operative.

	<p>(b) The parties agree that the Monetary Contribution will be reviewed on 1 July of each year in accordance with the following formula:</p> $MC = A \times B$ <p>C Where:</p> <p>MC = the Monetary Contribution payable for the following Contribution Year;</p> <p>A = the Monetary Contribution payable during the Contribution Year just ended;</p> <p>B = the Index Number last published before the end of the Contribution Year just ended; and</p> <p>C = the Index Number last published before the commencement of the Contribution Year just ended.</p> <p>General</p> <p>(a) The obligation of the Company to pay any Monetary Contribution under this agreement will cease on the date on which the last of the Operating Turbines is decommissioned.</p> <p>(b) The parties agree that the Monetary Contribution paid in accordance with this agreement will have the public purpose of facilitating Approved Local Projects.</p> <p>(c) The Company agrees to pay interest on any overdue part or whole of the Monetary Contribution payable:</p> <p>(1) from the date on which the overdue part or whole of the Monetary Contribution is due for payment under this agreement.</p> <p>(2) until the date on which the overdue part or whole Monetary Contribution is paid,</p>	
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Swimming Pool Inspections

Swimming Pools Act 1992 s.22f(2) and Swimming Pool Regulations 2018 Cl 23.

In 2024/2025, one (1) tourist and visitor accommodation was inspected.

Zero (0) inspections were undertaken for premises with more than 2 dwellings.

Thirty-seven (37) inspections that resulted in issuance of a certificate of compliance under section 22D of the Swimming Pool Act 1992.

Eight (8) inspections that resulted in issuance of a certificate of non-compliance under cl 21 of the Swimming Pool Regulation 2018.

Recovery and Threat Abatement Plans

Fisheries Management Act 1994, s220ZT (2)

Cootamundra-Gundagai Regional Council has not been identified in any Recovery and Threat Abatement Plans as responsible for any implementation measures.

Development Contributions

Environmental Planning & Assessment Regulation 2021 (EPA Reg) cl 218A (1)

Disclosure of how development contributions and development levies have been used or expended under each contributions plan.

Disclosure of how development contributions and development levies have been used or expended under each contributions plan.

Total Value of all contributions and levies received during the year = \$386,937.

Total value of all contributions and levies expended during the year = \$Nil.

Disability Inclusion Action Plan

Disability inclusion Act 2014 s 13(1)

In August 2025 Cootamundra-Gundagai Regional Council adopted the updated Disability Inclusion Action Plan. The policy will be reviewed within 12 months of an election, and thereafter at four yearly intervals to ensure it meets all statutory requirements.

The plan lists four (4) focus areas, consistent with the NSW disability Inclusion Plan 2025-2029.

1. Developing positive community attitudes and behaviours
2. Creating liveable communities
3. Supporting access to meaningful employment
4. Improving access to mainstream services through better systems and processes

Cootamundra-Gundagai Regional Council re-established their Access and Inclusion Advisory Committee in July 2025. The Committee aims to provide a forum for community and organisational representatives of people living with disabilities and /or carers to collaborate with Council to address issues of accessibility within the community. It will also monitor the implementation of Councils Disability Inclusion Action Plan, as required by the Disability Inclusion Act 2014.

GOVERNMENT INFORMATION PUBLIC ACCESS (GIPA) ANNUAL REPORT

Obligations Under the Government Information (public Access) Act 2009

Responding to requests made under the Government Information (Public Access) Act 2009 (GIPA Act), is an essential component of transparent and accountable governance. Under the GIPA Act, we encourage the proactive public release of government information where possible. The public have an enforceable right to access government information by way of open access to information, informal requests, and formal access applications. Access to information is only restricted when there is an overriding public interest consideration against disclosure, as clearly defined within the GIPA Act. Council must decide valid formal access applications made under GIPA Act within the decision period of 20 working days from receipt, except where an extension of time is provided by the GIPA Act.

Review of proactive release program

Section 7(3) of the Government Information Public Access Act 2009 (GIPA), agencies must review their programs for the release of government information to identify the kinds of information that can be made publicly available. This review must be undertaken at least once every 12 months. Council's commitment to proactive release of information involves regular review of requested information to determine whether the information should be made publicly available on Council's website. During the reporting period, we reviewed and identified the types of access applications received during the 12 months to identify which applications could be included in Council's Disclosure Log. Other than access requests relating to individual personal information or private matters, the majority of requests received by Council were to view development application files.

Number of access applications received

During the reporting period, Council received a total of one (1) formal access applications. There were no invalid applications. No applications were withdrawn. No applications were transferred to other agencies.

Number of refused applications

No access applications were refused.

Timeliness

All applications were decided within the statutory timeframe (20 days plus extensions).

Reviews

There were no reviews of application requests and no requests for any decisions to be reviewed.

Number of applications by type and outcome									
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn	
Media	-	-	-	-	-	-	-	-	
Members of Parliament	-	-	-	-	-	-	-	-	
Private sector business	-	-	-	-	-	-	-	-	

Number of applications by type of application and outcome								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Personal information applications	-	-	-	-	-	-	-	-
Access applications (other than personal information applications)		-	-	1	-	-	-	-
Access applications that are partly personal information applications and partly other	-	-	-	-	-	-	-	-

Number of applications by type and outcome								
	-	-	-	-	-	-	-	-
Not for profit organisations or community groups	-	-	-	-	-	-	-	-
Members of the public (application by legal representative)	-	-	-	1	-	-	-	-
Members of the public (other)	-	-	-	-	-	-	-	-

PUBLIC INTEREST DISCLOSURES

Public Interest Disclosures Act 1994 s.31 and Regulation 2011 Cl 4

Council has adopted an Internal Reporting Policy in accordance with the requirements of the Public Interest Disclosures Act 1994 (PID Act). The policy provides a mechanism for Council Officials to make disclosures about serious wrongdoing.

During the 2024/2025 financial year, the following disclosures were made under this policy.

	Total
Number of public officials who made public interest disclosures	NIL
Number of public interest disclosures received	NIL

Internal audit and risk management attestation statement for the 2024/2025 financial year for Cootamundra-Gundagai Regional Council

I am of the opinion that Cootamundra-Gundagai Regional Council has an audit, risk and improvement committee, risk management framework and internal audit function that operate in compliance with the following requirements except as may be otherwise provided below:

Audit, risk and improvement committee

	Requirement	Compliance
1.	Cootamundra-Gundagai Regional Council has appointed an audit, risk and improvement committee that comprises of an independent chairperson and at least two independent members (section 428A of the <i>Local Government Act 1993</i> , section 216C of the <i>Local Government (General) Regulation 2021</i>).	Compliant
2.	The chairperson and all members of Cootamundra-Gundagai Regional Council's audit, risk and improvement committee meet the relevant independence and eligibility criteria prescribed under the <i>Local Government (General) Regulation 2021</i> and have not exceeded the membership term limits prescribed under the Regulation (sections 216D, 216E, 216F, 216G of the <i>Local Government (General) Regulation 2021</i>).	Compliant
3.	Cootamundra-Gundagai Regional Council has adopted terms of reference for its audit, risk and improvement committee that are informed by the model terms of reference approved by the Departmental Chief Executive of the Office of Local Government and the committee operates in accordance with the terms of reference (section 216K of the <i>Local Government (General) Regulation 2021</i>).	Compliant
4.	Cootamundra-Gundagai Regional Council provides the audit, risk and improvement committee with direct and unrestricted access to the General Manager and other senior management and the information and resources necessary to exercise its functions (section 216L of the <i>Local Government (General) Regulation 2021</i>).	Compliant
5.	Cootamundra-Gundagai Regional Council's audit, risk and improvement committee exercises its functions in accordance with a four-year strategic work plan that has been endorsed by the governing body and an annual work plan that has been developed in consultation with the governing body and senior management (Core requirement 1 of the Office of Local Government's <i>Guidelines for Risk Management and Internal Audit for Local Government in NSW</i>).	Compliant

6.	Cootamundra-Gundagai Regional Council's audit, risk and improvement committee provides the governing body with an annual assessment each year, and a strategic assessment each council term of the matters listed in section 428A of the <i>Local Government Act 1993</i> reviewed during that term (Core requirement 1 of the Office of Local Government's <i>Guidelines for Risk Management and Internal Audit for Local Government in NSW</i>).	Not yet due. The first annual report will be presented to Council following the conclusion of the 24/25 Financial Year. The ARIC Annual Report will be presented to the December ARIC meeting and then reported to Council.
7.	The governing body of Cootamundra-Gundagai Regional Council reviews the effectiveness of the audit, risk and improvement committee at least once each council term (Core requirement 1 of the Office of Local Government's <i>Guidelines for Risk Management and Internal Audit for Local Government in NSW</i>).	Not yet due

Membership

The chairperson and membership of the audit, risk and improvement committee are:

Chairperson	Nicholas Tobin	1 July 2024	30 June 2028
Independent member	Chris Weber	1 July 2024	30 June 2028
Independent member	Stephen Dunshea	1 July 2024	30 June 2028
Councillor member	Cr Ethan Ryan	1 July 2024	30 June 2028

Risk Management

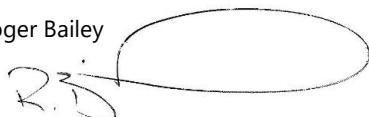
	Requirement	Compliance
8.	Cootamundra-Gundagai Regional Council has adopted a risk management framework that is consistent with current Australian risk management standard and that is appropriate for the Cootamundra-Gundagai Regional Council's risks (section 216S of the <i>Local Government (General) Regulation 2021</i>).	Compliant
9.	Cootamundra-Gundagai Regional Council's audit, risk and improvement committee reviews the implementation of its risk management framework and provides a strategic assessment of its effectiveness to the governing body each council term (section 216S of the <i>Local Government (General) Regulation 2021</i>).	Not yet due

Internal Audit

	Requirement	Compliance
10.	Cootamundra-Gundagai Regional Council has an internal audit function that reviews the council's operations and risk management and control activities (section 216O of the <i>Local Government (General) Regulation 2021</i>).	Compliant

	Requirement	Compliance
11.	Cootamundra-Gundagai Regional Council's internal audit function reports to the audit, risk and improvement committee on internal audit matters (sections 216M, 216P and 216R of the <i>Local Government (General) Regulation 2021</i>).	Compliant
12.	Cootamundra-Gundagai Regional Council's internal audit function is independent and internal audit activities are not subject to direction by the Cootamundra-Gundagai Regional Council (section 216P of the <i>Local Government (General) Regulation 2021</i>).	Compliant
13.	Cootamundra-Gundagai Regional Council has adopted an internal audit charter that is informed by the model internal audit charter approved by the Departmental Chief Executive of the Office of Local Government and the internal audit function operates in accordance with the charter (section 216O of the <i>Local Government (General) Regulation 2021</i>).	Compliant
14.	Cootamundra-Gundagai Regional Council has appointed a member of staff to direct and coordinate internal audit activities or is part of a shared arrangement where a participating Cootamundra-Gundagai Regional Council has appointed a staff member to direct and coordinate internal audit activities for all participating councils (section 216P of the <i>Local Government (General) Regulation 2021</i>).	Compliant
15.	Internal audit activities are conducted in accordance with the International Professional Practices Framework (Core requirement 3 of the Office of Local Government's <i>Guidelines for Risk Management and Internal Audit for Local Government in NSW</i>).	Compliant
16.	Cootamundra-Gundagai Regional Council provides the internal audit function with direct and unrestricted access to staff, the audit, risk and improvement committee, and the information and resources necessary to undertake internal audit activities (section 216P of the <i>Local Government (General) Regulation 2021</i>).	Compliant
17.	Cootamundra-Gundagai Regional Council's internal audit function undertakes internal audit activities in accordance with a four-year strategic work plan that has been endorsed by the governing body and an annual work plan that has been developed in consultation with the governing body and senior management (Core requirement 3 of the Office of Local Government's <i>Guidelines for Risk Management and Internal Audit for Local Government in NSW</i>).	Compliant
18.	Cootamundra-Gundagai Regional Council's audit, risk and improvement committee reviews the effectiveness of the internal audit function and reports the outcome of the review to the governing body each council term (section 216R of the <i>Local Government (General) Regulation 2021</i>).	Not yet due

Roger Bailey



Interim General Manager

6 November 2025

Companion Animals Management

Local Government General Regulation Cl 217(f)

Council has lodged its annual return for the survey of Council seizures of cats and dogs with The Office of Local Government on 24th July 2025. A copy of this data is included in this report.

During the reporting period, Council Rangers responded to 17 dog-related incidents across the Shire, involving a total of 24 dogs. Of these, nine dogs were euthanised, while five were declared Menacing Dogs and another five were declared Nuisance Dogs.

The incidents involved children, adults, livestock, and other dogs, with most occurring in public areas. Council continues to promote responsible dog ownership, including regular checks of property fencing to ensure dogs cannot escape.

Council Rangers issued 24 penalty infringement notices during the 2024 /2025 reporting period, these were issued in relation to dog incidents or failing to comply with notices to register Companion Animal. Council Rangers continue to prioritise education before prosecution as strengthen the relationship between Council Rangers and the Public.

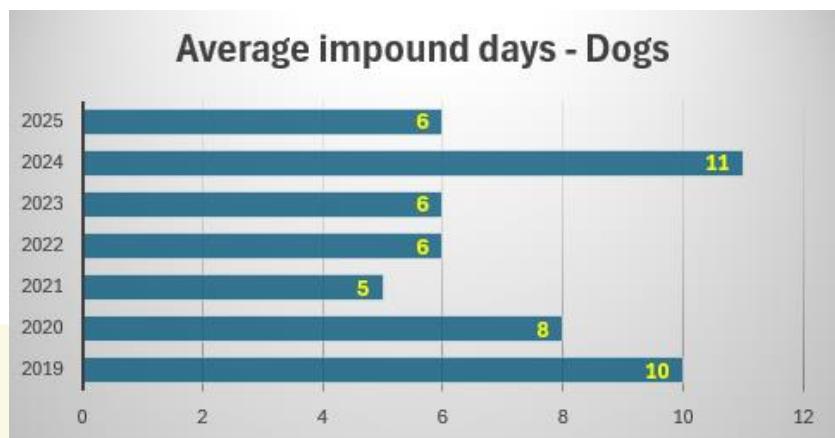
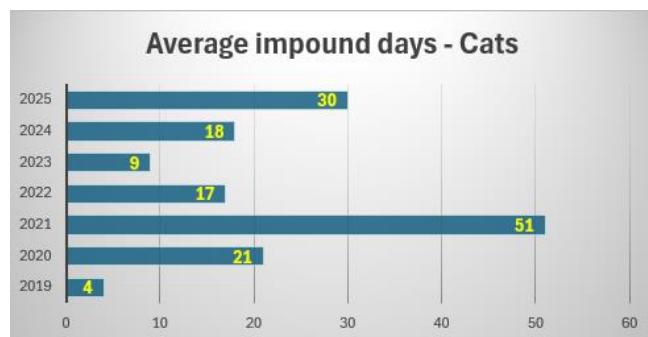
Council received 316 NSW Companion Animal Registrations, slightly lower than the previous year. This reflects the increase of compliance across the LGA, in line with the running of the annual Companion Animal audit. The OLG introduced late fees for any animal not registered within the prescribed period. The registrations generated a total of \$25,388.

Registration Breakdown

Type	Total
Dogs – Sold by shelter/Rescue	53
Working dogs	25
Dog – desexed with late fee	15
Dog – desexed not recommended	0
Dog – not desexed with late fee	20
Dog – not desexed	32
Dog – recognised breeder	6
Dog – eligible pensioner with late fee	19
Dog – eligible pensioner	30
Dog – Registration	62
Cat – desexed with late fee	11
Cat – desexed	11
Cat – eligible pensioner with late fee	5
Cat – eligible pensioner	10
Cat – sold by shelter/rescue	16

Unfortunately, the number of companion animals adopted through rescue groups and Council facilities has dropped significantly this year, falling from 111 to just 69. Rescue groups and shelters across Australia are struggling with the growing number of cats and dogs needing homes. Many facilities are now at capacity and unable to rehome animals as quickly as in previous years. Closer to home, one of CGRC's nearest rescues has been forced to stop accepting cats altogether and is struggling with dog intakes due to ongoing financial pressures.

This backlog places additional pressure on holding times for companion animals awaiting rescue in shelter environments. However, impound periods for animals at the CGRC Animal Care Facility remain consistent with the average periods recorded over the past six years, as shown in below.



The Companion Animal Management System (CAMS) application continues to be a valuable tool for Council Rangers and Council staff. The app generates letters and reminders, helping to ensure regulations are met in a timely manner. It can also produce reports—such as the average number of impound days—at the click of a button.

The data collected through CAMS is now revealing trends within the Shire, providing valuable insights to guide decision-making and improve companion animal management.

This year, Council is expected to roll out an updated version of the CAMS application. The enhanced system will feature additional layers of access, allowing Council front counter staff to input data and view up-to-date information in real time. Rangers will be able to record feeding schedules, behavioural observations, and other updates, with the information instantly available to all relevant team members.

Council Rangers have been working to reduce the number of feral cats on Council-owned and managed land, as well as within townships. During the reporting period, 35 feral cats were euthanised. Feral cats are unowned and unsocialised, with no relationship or dependence on

humans. They often carry diseases that can be transmitted to owned animals, posing risks to both animal health and biodiversity.

Council remains committed to reducing feral cat populations and is actively seeking funding to expand these programs on a larger scale through DPI and LLS.

Council Rangers are committed to operating a low-kill Animal Care Facility, underpinned by strong partnerships with rescue organisations both within NSW and across Australia. These relationships are built on trust, consistent communication, and a shared goal of improving the welfare of companion animals.

Through the dedication of Council Rangers, every effort is made to assess animals for suitability for rehoming, considering temperament, behaviour, and health. Animals that meet these criteria are promptly connected with rescue partners, ensuring they have the best possible chance at a new life.

As a result of these combined efforts, all dogs and cats deemed suitable for rehoming during the reporting period were successfully placed with rescue organisations. This achievement reflects the commitment of both Council and rescue organisations to providing positive outcomes for animals in care and moves each animal one step closer to finding their forever home.

The seize activity below shows how an animal comes into Council Rangers Care.



Of the animals seized during the reporting period:

- **8%** were returned to their owners before being impounded.
- **27%** were returned to their owners after being impounded.
- **44%** were rehomed through rescue partners or adoption.
- **15%** were feral cats that were euthanised.
- **6%** were dogs involved in dog-related incidents that were euthanised.

Council Rangers are committed to community engagement and education, recognising that prevention begins with awareness. Rangers regularly attend story time sessions at libraries, visit local schools, and participate in public events to connect with residents. Educational brochures are also distributed to reinforce key messages.

A key initiative is the Animals Awareness Program, developed by Council Rangers to help children and adults understand pet behaviour and reduce the risk of dog bite incidents. Delivered through interactive activities such as fun games, card games, and a slideshow presentation, the program teaches students and adults alike, how to read a pet's body language, recognise warning signs, and interact with animals safely. By making the learning process engaging and accessible, the program promotes responsible pet ownership and safer relationships between people and animals.



Council Rangers have been actively working to update signage around unfenced areas within the townships to ensure these spaces are clearly and consistently labelled. This initiative aims to enhance public safety and awareness by helping residents and visitors understand the boundaries and regulations governing these areas.



Clear and well-maintained signage is essential for promoting responsible behaviour, reducing incidents involving animals, and preserving the quality and safety of community spaces for everyone's enjoyment.



Data from the annual return for the survey of Council seizures of cats for The Office of Local Government.

Definitions

Seized	A cat or dog that the Ranger has picked up
Returned to Owner	A cat or dog that the Ranger has picked up and been able to return to the owner without being impounded. The animal is microchipped or microchip and lifetime registered.
Transferred to - Council's Facility	Council Ranger impounds the cat or dog at the Animal Care Facility
Surrender	Cat or dog's owner relinquishes ownership of the animal to the Council
Released to owners	Cat or dog has been impounded, and owner has claimed the animal, paid the relevant fees and animal is released back to the owner.
Sold/Released to Rescue for Rehoming	Cat or dog rehomed with a new home or release to a rescue group that will completed vet work and rehome to a suitable home.
Feral Animal	A cat who is unowned, unsocialised, has no relationship with or dependence on humans and lives and reproduces in the wild.
Infant Animal	Means in the first period of existence and refers to an animal that is not able to feed and fend for itself

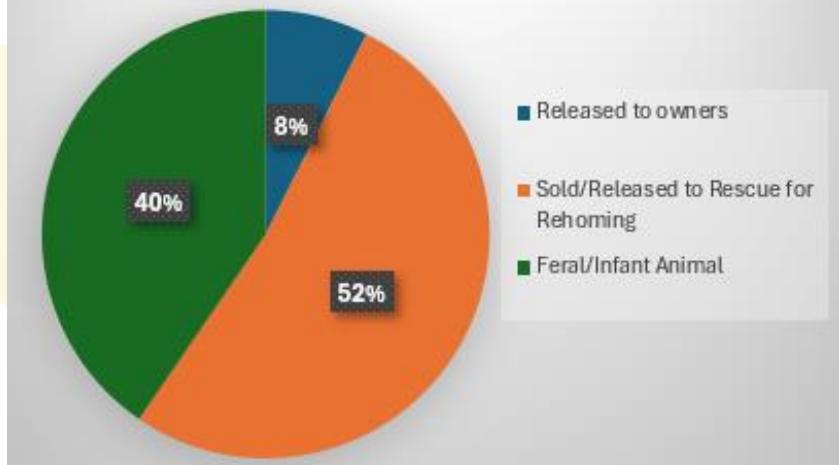


Cats

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
Seized	1	3	1	5	10	13	21	15	6	4	2	1	82
Returned to Owner	0	0	0	0	0	0	0	0	0	0	0	0	0
Transferred to - Council's Facility	1	3	1	5	10	13	21	15	6	4	2	1	82
Surrendered	5	1	0	0	1	0	0	2	0	6	0	0	15

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
Released to owners	1	2	0	0	1	1	0	0	1	0	1	0	7
Sold/Released to Rescue for Rehoming	5	2	0	0	7	8	10	3	5	2	7	0	49
Feral/Infant Animal	0	0	1	4	3	0	12	12	4	2	0	0	38

Impounded Cats Outcome



Summary of Cat seizures & Impounding	
Cats Seized	82
Returned to Owner	0
Impounded and Returned to Owner	7
Sold/Released to Rescue for Rehoming	49
Feral/Infant Animal	38
In Animal Care Facility at 30/6/2024	1

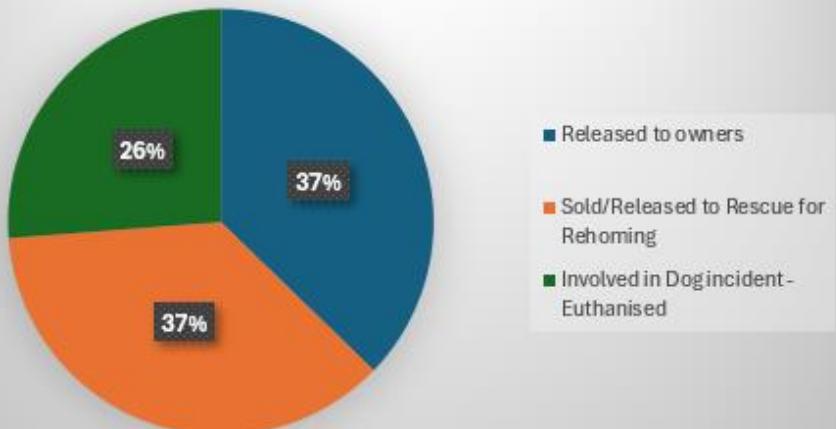


Dogs

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
Seized	3	3	9	8	12	4	9	6	9	7	5	18	93
Returned to Owner	1	1	2	1	0	0	1	0	5	1	0	6	18
Transferred to - Council's Facility	2	2	7	7	12	4	8	6	4	6	5	12	75
Surrendered	6	1	7	4	16	1	1	1	3	2	1	8	51

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
Released to owners	1	2	6	4	8	4	7	3	1	3	3	12	54
Sold/Released to Rescue for Rehoming	6	2	1	8	7	8	2	2	5	6	2	4	53
Involved in Dog incident	0	0	1	4	3	0	12	12	4	2	0	0	38

Impounded Dogs Outcome



Summary of Dog seizures & Impounding	
Dog Seized	93
Returned to Owner	18
Impounded and Returned to Owner	54
Sold/Released to Rescue for Rehoming	53
Involved in Dog incident - Euthanised	38
In Animal Care Facility at 30/6/2024	4

WHAT WE DELIVERED DURING 2024-2025

Connected, Resilient, Thriving: The Vital Role of Your Council and Team

Your Council and the crew who turn up daily, play a vital role in shaping a thriving, connected, and resilient community. From maintaining essential infrastructure like roads and waste services to delivering education programs and hosting vibrant community events, the council is at the heart of everyday life.

Cootamundra-Gundagai Regional Council manages rates responsibly to fund services that matter—ensuring clean streets, safe public spaces, and accessible facilities. Through cultural initiatives, recreational activities, and support programs, we keep our communities engaged, empowered, and ticking along smoothly.

Whether it's planning for the future or responding to local needs, your Council is committed to fostering a place where everyone feels supported, included, and proud to call home.

Your Council delivers

Coota Beach Volleyball Carnival: Your Council delivers assistance with event management, preparation of courts, event bins and collection, placement of infrastructure and cleanup of streets after the event. The annual Coota Beach Volleyball Carnival attracts thousands of people to the town for a three-day volleyball carnival where Murray Street Cootamundra is transformed from a throughfare to 10 sand volleyball courts with 900 tonnes of sand trucked in for the event.



Local Sporting Fixtures: Your Council ensures all sporting fields are maintained with mowing, clean up and maintenance, rubbish removal and repairs to enable the host of sporting preferences are available for the community.

Special Events: Your Council supports Special Events marking significant milestones in the community's history and culture, with funds, in kind support, road and traffic management, waste removal and administrative services.

Looking after our Youth: Your council provides Youth Hubs, Library activities, school holiday programs. Fosters Youth participation and endeavours and mental health initiatives.



Festivals: Your council hosts the Wattle Time Festival of Lights, the Festival of Gundagai and Christmas Carnivals to promote local participation, local producers and fosters a community connection.



Animal Awareness Programs: Your Council delivers educational programs to schools, encourages animal awareness with colouring competitions. Monitors and promotes animal health and wellbeing and pet owner responsibilities.

Road Safety: Your Council advances road safety with regular road safety initiatives, competitions, educational programs to schools, education to the elderly, pedestrians, motorcyclists, school bus safety and event programs highlighting road safety campaigns.

Waste and Recycling: Your council delivers Waste Transfer Stations, recycling options, educational programs, recycling shop, event waste collection. Waste diversion strategies aimed at reducing the amount of waste sent to landfill through recycling of green waste composting and reuse of crushed concrete for road base.

Visitor Information: Your council provides Visitor Information Centres, visitor information, coordinates visitor experiences, works with volunteer organisations promoting visitor experience. Maintains and funds visitor attractions. Supports visitor local initiatives to grow visitor numbers and experiences.





Libraries: Your Council offers the services to all residents the facilities hosted at the Cootamundra and Gundagai Libraries. Open 5 ½ days each week the libraries regularly hold workshops, events and educational programs aimed at all ages. Our libraries are more than just about borrowing books they are a community living room, offering a safe and friendly experience.



Cemeteries: Your Council maintains and operates 13 monumental cemeteries and 2 lawn cemeteries within the Local Government Area, providing peaceful places for the interment and quiet remembrance of loved one. Council maintains records and administers various services including management of plot and niche purchases, transfer of interment rights, approvals for monumental works. Council employees are often the unofficial counsellors for the bereaved and those looking for long lost loved ones resting places.

Ceremonies: Your Council conducts a number of ceremonies throughout the year to mark national days of significance including NAIDOC Week, Australia Day. Citizenship ceremonies are a special day for our newest residents and mark the formal and symbolic moment when someone becomes an Australian resident.



Aerodrome: Your Council is responsible for safe operation, maintenance and regulatory compliance of the Cootamundra Aerodrome, this includes infrastructure, safety protocols and environmental considerations. Council maintains compliance with the Civil Aviation Safety Regulations (CASA), and other administrative and strategic roles in the operation of the aerodrome.

Biosecurity: Your Council manages and monitors invasive species like weeds, feral animals and other pests. Educational programs are undertaken with land holders. Council is committed to effective weed control. Weeds are everybody's responsibility. Working together to protect the Local Government Area and the unique bushland, swamps and waterways of the Cootamundra-Gundagai region. Council regularly posts Weed Alerts on the CGRC website advising landowners of an invasive species found within the LGA.

Parks and Gardens: Your Council maintains and creates magnificent parks and gardens across the LGA. Parks provide a space for rest and relaxation, fun and discovery and are often the space for special gatherings. The Parks and Gardens teams in Cootamundra and Gundagai are responsible for the colourful displays within the towns CBD.



Engineering: Your Council delivers roads, bridges and other vital infrastructure such as Traffic management services, footpaths, stormwater drainage, water and sewer services. Community notifications and instructive messages highlighting traffic movements, water and sewer notices are often distributed to inform residents on interruptions to services and educated on best practice techniques for maintaining infrastructure.



Administration: Your Council Administration includes Customer Service Teams, Information Technology, Finance, Governance, Workplace Health and Safety, Communications, Support/Project Staff, Human Resources and Records. These teams are responsible for delivering and distributing information. Ensuring the day-to-day operations run smoothly and efficiently. Customer support is highly regarded, compliance and policy enforcement, documents and record keeping, scheduling and coordination are some of the tasks undertaken by staff in the administration section.

Planning and Environment: Your Council oversees land use, development approvals and environmental management to shape sustainable, liveable communities. Tasked with strategic planning for growth, infrastructure and land use to meet future community needs.

Reseal Program:

- Regional Roads – Stockingbingal Road, 20,500m² completed
- Local Roads – Killrush road, 25,300m² completed
- Town Streets
 - o O'Donnell St, 6,000m² completed
 - o Poole St, 5,500m² completed
 - o Scott Ave, 3,100m² completed
 - o Stratton Ave, 800m² completed
 - o Sutton St (non State road sections), 20,150m² completed
- Stockingbingal Village – Ellwood St, 4,100m² completed

Footpaths:

- Bourke St, Between Thompson and Cooper Street, approximately 120m
- Cooper St, Between MacKay and Wallendoon Street, approximately 180m

Projects delivered 2024/2025 Financial Year

Your Council delivered a number of projects and programmes as set out in the 2024/2025 Delivery Program. Below are some examples of these projects.

July 2024

TREE REMOVAL PROGRAM

Damaged and diseased street trees have been removed across streets in Cootamundra recently under Council's tree removal program. The program drew collaboration with other service providers including Essential Energy to remove trees that have been identified as causing danger to property and diseased. The removal of each tree required qualified and highly trained staff.



LINDLEY PARK SHADE SAILS

Lindley Park in Gundagai has seen shade sails installed over the playground equipment. The sails provide protection from harsh UV rays and will help keep the equipment cooler in summer.

August 2024

YOUTH HUB OPENINGS

Cootamundra Youth Hub and Gundagai Youth Spaces were opened for the regions young people to "hang out". The Cootamundra Youth Hub is situated in the Old Cootamundra Hospital in Mackay Street. With the Gundagai Youth Space at the Gundagai Netball Courts Clubhouse.

STAGE TWO PIONEER PARK PROJECT OPENED

Mayor Cr Gil Kelly, Member for Cootamundra Steph Cooke, CGRC Interim General Manager Steve McGrath, Manager Regional Services Wayne Bennett, along with CGRC staff members and other stakeholders braved the chilly conditions to enjoy a sausage sizzle at the official opening of the Pioneer Park Stage Two project in Cootamundra which included BBQ facilities, toilets and ground works.

FLOOD MITIGATION

Major flooding in October 2022 and March 2023 prompted Council to push ahead with three projects focused on Muttama Creek in Cootamundra. The projects, aimed at improving the town's flood readiness, assessing future mitigation options and setting a long-term vision for the creek corridor, were welcomed by the community.

The first project involves a comprehensive review of the Cootamundra Flood Warning system, designed to improve the system's accuracy and timeliness, and reduce the risk to life and property. It will look at how warnings are developed and delivered, the use of rainfall and river data, flood mapping and how to better predict and communicate flood threats.

The second project involves a feasibility study to assess potential flood mitigation infrastructure, including a levee or detention basin.

The third project is the development of the Masterplan for Muttama Creek, which will provide a long-term framework for managing the creek and its surroundings, balancing flood control, environmental health, recreation and future development.

September 2024

STOCKINBINGAL CENOTAPH GETS MAKEOVER

CGRC staff replaced the edging and planted the new Gallipoli Rose variety at the Stockinbingal Cenotaph. The work undertaken will assist with the overall maintenance of the area and provide a reflection space for visitors.

FESTIVAL EVENTS LIVEN UP THE STREETS

The Wattle Time festival in Cootamundra and Festival of Lights in Gundagai took place in October. The festivals were designed to entice the communities to break out of the winter gloom as the festivals shone a spotlight on the wealth of talent and creativity that thrives within our midst and celebrate the beauty of the great outdoors.

October 2024

8000 TONNES RESCUED FROM LANDFILL

Council engaged a contractor to crush 8,000 tonnes of old concrete, bricks and tiles. This material has been recycled into another usable product. The crushed concrete is being used by Council to upgrade the internal roads inside the landfill site and is available to the public for purchase.



SHERWOOD FOREST – STAGE 4

In October, council commenced work on stage 4 of the Sherwood Forest Masterplan. The work undertaken included removal of the ages London Plan trees and the dry riverbed was formed up with rocks to repair damage from the 2022 flood event.

The rejuvenations of the highly valued park will see an area that residents and visitors can enjoy, with an abundance of native flora planted and nurtured to attract native birds and wildlife.

Consultation with the Gundagai community uncovered a desire to keep the park simple, provide colourful plantings to enhance the walking experience through the site, provide opportunities for nature play and picnic settings. A pathway throughout the park was high on the agenda of community wishes, due to its location to the CBD of Gundagai, Morleys Creek and other recreational areas in close proximity.

November 2024

CGRC WAS SUCCESSFUL IN RECEIVING THE 2024 NATIONAL ECONOMIC DEVELOPMENT AWARD (NEDA) FOR EXCELLENCE – REGIONS UNDER 15,000 RESIDENTS

CGRC was nominated in conjunction with the Tilma Group (the consulting company that assisted with the Project's delivery). Council's journey with agritourism development began in 2018 with a Rural Land Issues Paper identifying agritourism as a growth opportunity for our region. In 2020, regional tourism development consultancy Tilma Group were contracted to develop an Agritourism Strategy for Council.

FOOTPATH REPLACEMENT – BOURKE STREET

New footpaths were installed in Bourke Street.

BUNDARBO CAUSEWAY

The new Bundarbo causeway was completed, replacing the causeway damaged by flooding.

December 2024

GRANDSTANDS BIRD PROOFED

Bird netting was installed at the grandstands in Fisher Park and had Bassingthwaite Oval.

The Bundarbo causeway was completed, replacing the causeway damaged in flood.

The Sherwood Forest Masterplan was delivered.

January 2025

HOVELL STREET COOTAMUNDRA REHABILITATION

Rehabilitation work on Hovell Street in Cootamundra commenced. The project saw the lowering of services through the road, renewal of kerb and upgraded pavement suitable for the heavy vehicle detour.

The Scope of work involved the renewal of 600m of roadway between the Olympic Hwy at Campbell St through to Cowcumbla St.

The project saw approximately 500mm road pavement removed and replaced with DGB pavement and an Asphalt wearing surface installed. In addition, new Kerb and Gutter was also installed along this length of road. Project was grant funded by the Fixing Local Roads program.

CSP REVIEW

A review of the Community Strategic Plan was undertaken. The purpose of the plan is to identify the community's main priorities and aspirations for the future and plan actions to achieve them. The review was undertaken to ensure Council is on track and is capturing a future vision that reflects the local area and lifestyle. The Plan ensures the entire community can contribute and work towards a shared vision for a better future.

February 2025

VILLAGE TRANSFER STATIONS

Improvements were made to village transfer stations; with bin location stoppers installed. The stoppers prevent the bins from being located too close to fences and will prevent the bins causing damage to the fences when being lifted by the truck.

March 2025

SENIORS CELEBRATIONS

Seniors in Gundagai and Cootamundra enjoyed celebrations for Seniors Week commence. Over 15 Gundagai citizens, chatted over delicious slices, sandwiches, scones and cream, with CGRC Councillor Penny Nicholson and popular Mayor Abb McAlister. The Cootamundra Ex Services Club was the venue for the CGRC Seniors Week High Tea Seniors who attended the event, were entertained with music by Jan Hurst, a fun trivia game and a Q and A with Councillors and senior CGRC managers. Seniors were interested in topics on Cootamundra businesses, tourism, Muttama Creek and Planning and Building.



LITTLE ATHLETICS COOTAMUNDRA DISCUS CAGE OPENING

The erection of a discus cage at Albert Park Cootamundra was a collaborative effort with CGRC and Cootamundra Little Athletics. The cage will create a safe sporting space for competitors and spectators when the Discus competition takes place.



April 2025

NEW GOAL POSTS MAKE SCORING SAFER

Cootamundra's Fisher Park had new goal posts installed in time for the 2025 football season. The new goal posts are considered much safer than the posts that were replaced, due to weight and construction.

COOTA CONNECTIONS EXPO

The Coota Connections Expo held in March and received positive feedback from participants and visitors. Over 50 stalls including local, state and federal government agencies with information on a range of topics, activities and special interest.

May 2025

CARRS ROAD BRIDGE

Rock has been removed from underneath the bridge at the request of NSW Fisheries. This opens the fish passage for fish to safely navigate along Blind Creek. The works have stabilised the banks downstream of the bridge to prevent further erosion having an impact on the bridge.

June 2025

MUTTAMA HALL CENTENARY

The 100-year centenary of Muttama Hall, saw hundreds turn out to celebrate the historic hall.

Mayor Abb McAlister congratulated the Muttama Hall s355 committee and all organisers on a fabulous event, that saw huge crowds attend the family fun day.

WEST STREET GUNDAGAI

Rehabilitation works on West Street were undertaken. New kerb and guttering were installed. The rehabilitation project of the street included milling, stabilising and sealing of the road surface to rectify the failing pavement issues and other road defects. West Street will be a far safer road for motorists and pedestrians and ongoing maintenance issues addressed.



BUS SHELTERS INSTALLED

The Cootamundra High School, Cootamundra Primary School and Creekside Kids Early Childhood Learning Centre, have had bus shelters installed with funding from the Country Passenger Transport Infrastructure Grants Scheme.





In line with our Delivery Program and Operational Plan, this report presents information from our five focus areas of the Community Strategic Plan.

Delivery Program & Operational Plan Progress Report

1. A vibrant, safe, and inclusive community

We have a thriving community where diversity is embraced, everyone is welcomed, valued, safe and we have opportunities to enhance our health, happiness, and wellbeing.

2 A region for the future

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

3. A protected and enhanced environment

We have attractive towns and villages that complement our unique natural environment, where heritage is preserved and enhanced whilst balancing the needs for regional development and growth.

4. collaborative and progressive leadership

We have a transparent and accountable local Council with an actively engaged community and effective partnerships that fosters trust, facilitates innovation and uses resources wisely to meet community needs.

5. integrated and accessible region

We have transport networks and services that are well connected and convenient and not only connect our villages and towns, but also connect us to other regions, capital cities and states, and our community has access to services and facilities that make the region 'livable'.

ACHIEVEMENTS IN IMPLEMENTING THE DELIVERY PROGRAM & OPERATIONAL PLAN

Council delivers a diverse range of services and projects annually, which are published in the yearly Operational Plan.

The following section provides an overview on Council's progress in delivering the actions detailed in the 2024/2025 Operational Plan.



1: A vibrant, safe, and inclusive community

1.1: Our health and wellbeing needs are met

1.1a: Provide quality health and well-being services that support the changing needs of the community throughout the lifecycle through government and non-government organisations

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	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	Ongoing, A new announcer's box has been built, new PA system and goal posts installed.
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	Council work with the Aquatic Centre Facility managers, L & R Group closely with regular onsite visits. We are about to go out to tender to go out for the operation of the Cootamundra pool and sports stadium.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	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 and onsite meetings with L & R Group. the contract expires on November 1, 2025. The new tender is being prepared for the operations of the stadium and pool. Stadium usage isn't high; L & R Group are trying new ways to encourage usage.
	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 and 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	Staff communicate with L & R Group regularly. We discuss issues and resolve them as soon as practical. We assist with promoting their events. we are currently working on the tender as the existing contract expires on November 1st, 2025. Council have repaired multiple pool issues, mainly to do with leaks. We are continuing to rectify these issues whilst the pool is empty and before the contract commences.

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. Contract expires 1/11/2025, new tender about to go out.
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.	Regulatory Officer - Gundagai	Ongoing	Maintenance activities will continue to align with the current budget and established service levels, whether historical or formally adopted.
	1.1b (3)	Ensure all Cootamundra Street tree enquiries are managed in a timely and professional manner	Manager Regional Services - Cootamundra	Ongoing	Ongoing, we have been working through completing the back log of requests through winter. New trees to be planted in August.
	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 and service levels as scheduled and carried out. 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	Ongoing, Staff are continuing to work through the back log of tree requests and improving our delivery for customer requests, new street trees have been ordered and delivered, planting will commence in August

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	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	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 current and future community need	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. The drainage has been installed and working well.
	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 to demerge. 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. Community expectations are being met, staff strive to keep the areas maintained and cleaned to a high standard.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	1.1b (5)	In dealing with Cemetery bookings and enquiries, 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. Staff handle all cemetery enquiries professionally with compassion, and the staff on ground ensure all requests are attended to as soon as practical.

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	Regulatory Officer - Gundagai	In Progress	Contractors have commenced work on the Gundagai swimming pools, with significant progress already made with repairs and tiling continuing. The issues with the center line being fully resolved, this aspect of the project is finalised. Contractor works remain ongoing as further improvements continue.

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	Acting Manager Business	In Progress	Access and Inclusion Advisory Committee has reviewed and approved the updated DIAP in the August Committee Meeting. Updated DIAP is planned to be presented to Council in the August Council Meeting.

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	Acting 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	Acting Manager Business	In Progress	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. Gundagai Museum and Goal provide tourist facilities incorporating cultural significance. Libraries implement a number of well attended events each month.

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. In Q4 staff have progressed the scoping of backup generators for three evacuation centres. These works are scheduled to be installed before October 2025. Discussions have also taken place with St Patrick's School Gundagai to see if approval can be obtained to use this as a secondary evacuation centre in the event of a major flood in Gundagai.
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. Last meeting held was on 15 May 2025.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Maintain and update Council's emergency response plans	1.3a (3)	Maintain and update Council's emergency response plans	Acting Manager Engineering - Gundagai	Ongoing	Local Emergency Management Committee (LEMC) has continued to meet on a regular basis (next meeting is 14 August 2025) with all stakeholders and relevant actions identified and implemented. In preparation for the summer season Council's Emergency Response Plan is being reviewed and updated as necessary. Council's LEMO will also be attending the Southeastern Regional Emergency Management Committee to be held in Goulburn on 26 August 2025.

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, NSW Health, Ambulance, Police and 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) has continued to meet on a regular basis (last meeting was 15 May 2025) with all stakeholders and 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	Regulatory Officer - Gundagai	Ongoing	The current status of the CCTV system and associated service contract is under review. The original contract with the existing security provider has expired and has not been renewed but continues on a month-to-month basis. An audit has been conducted to assess the current system's effectiveness, accessibility, and whether the service still represents value for money.
	1.3c (1)	Review security contracts for closed-circuit televisions (CCTV) cameras.	Manager Regional Services - Cootamundra	On Hold	No funding available at present. We will continue to seek grant funding opportunities.
	1.3c (2)	Seek funding for the installation of Closed-Circuit Televisions (CCTV) cameras	Regulatory Officer - Gundagai	Ongoing	Funding opportunities for CCTV systems that do not require Council co-contributions or ongoing financial commitments for operation are actively being sought but as yet have not been found.
	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.	Acting 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	Acting Manager Business	Ongoing	TEDO's have recommenced investigations into this project. Draft Action Plan for the Wallendbeen Silo Development has been created.

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	Acting Manager Business	Ongoing	TEDO continue to implement actions from the Agritourism strategy. CGRC was successful in receiving funding under the Open Streets Program 2025-2028. Council will receive \$350,000 over the 3 years and will fund the events within the Starry Nights Festival - this includes Wattle Time, Festival of Gundagai, Sparkling Streets, and Christmas on Sheridan.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Establish Cycle Trails map for Cootamundra	2.1c (3)	Develop Cycle Trails map for Cootamundra and upload onto website for road cyclists	Acting Manager Engineering Cootamundra	Completed	Completed and loaded on to 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	Acting Manager Business	In Progress	Tourism brands for Gundagai and Cootamundra are promoted through websites, Facebook, Instagram and events, consistent with platforms listed in our Communications Engagement Strategy. Partnerships with surrounding LGA's have been activated. Billboards updated with existing TED Strategic Plan Funding.

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	The existing contract is being reviewed. It expires in 2028; the Lessee wishes to extend the contract to 25 years so he can invest more property into the park due to the housing shortage in Cootamundra. We continue to have regular communication with the park managers.

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	New disabled emergency exit ramp and railings installed. Lane is one way; electricity box has been moved to the external wall of the building. Funding has finished.
Gundagai Visitor Information Centre Upgrade	2.1f (4)	Gundagai Visitor Information Centre upgrades Completed and to include establishment of online sales capability.	Regulatory Officer - Gundagai	In Progress	Project reaching final stages with outstanding works and defects needing to be addressed. Looking at the best way to move forward to completion of this project in a timely manner.
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	Acting 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 liability information and upload onto Council website	Acting Manager Business	Ongoing	Cootamundra-Gundagai Regional Council's website updates information regarding liability 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	Acting 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	Acting Manager Business	In Progress	TEDO staff work towards outcomes of CSP and TED Strategy, Websites feature centralised information for residents and visitors encouraging liability, local product and event development. Staff continue development of regional partnership with Destination NSW Riverina Murray.

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.	Acting Manager Business	In Progress	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.

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	Regional Services staff have moved to Bradman Depot as requested. We have no additional funding to operate out of one depot. Depot 2 can't be sold off as it is crown land.

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	Regulatory Officer - Gundagai	Ongoing	This process is ongoing with maintenance continuing in line with adopted service levels.

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	Acting Manager Sustainable Development	On hold (demerge)	Funding not currently available for the subject report. However, awaiting confirmation to use NCIF2 Grant funding to undertake a Cootamundra Housing and Employment Land Strategy, Gundagai Housing & Employment Land Strategy is complete and being exhibited for adoption. Both strategies will inform amendments to LEP's. Upcoming grant opportunity expected in October 2025 to pursue funding for a new DCP for both areas.

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	Acting Manager Sustainable Development	On hold (demerge)	Funding not currently available for the subject policies. However, awaiting confirmation to use NCIF2 Grant funding to undertake a Cootamundra Housing and Employment Land Strategy, Gundagai Housing & Employment Land Strategy is complete and being exhibited for adoption. Both strategies will inform amendments to LEP's. Upcoming grant opportunity expected in October 2025 to pursue funding for a new DCP for both areas.

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, and acquittals have been completed. General weed control is also in progress. We are currently seeking a new bio-security officer.
	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	Regulatory Officer - Gundagai	Ongoing	The 24-25 Weeds Action Program has been complete with all targets and funding allocations being met and expended. The acquittal was submitted to DPI/LLS on 23rd July 25 with the Declaration of Expenditure received by Council after acceptance of the acquittal. The Declaration of Expenditure is currently going through the process for documents requiring final sign off by the IGM. The 25-26 WAP information and application has not yet been released.

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	Acting Manager Engineering Cootamundra	Ongoing	<p>FY25- 26 Water main replacement program scope of work currently being drafted. Draft plans expected end of Aug 25, Tender open Sept 25, review Oct 25, recommendation submit to November 25 Council meeting.</p> <p>Res 1 & 2 chemical dosing still under design. Requires consultation with Goldenfields Water prior to consulting DPI prior to submitting Section 60 application.</p>
	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	Public Works Advisory Have progressed the IWCM project over Q4. They have requested additional information which Council has supplied. Council has also received a 12-month extension to the project.

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	Acting 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	Physical works have been completed within the allocated budget. The draft masterplan is about to go out for final community consultation.

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	Acting Manager Engineering Cootamundra	Ongoing	Continue to search for grant funding opportunities. non-Suitable in last quarter. Inland Rail flood package still in development

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	3.2d (5)	Implement Cootamundra Flood Study recommendations	Acting Manager Engineering Cootamundra	In Progress	<ul style="list-style-type: none"> - Cootamundra Flood warning system review underway - Cootamundra Turf Club Detention Basin and McGowan Street Levee Feasibility study underway. Recent design meetings indicate Turf Club Detention basin will be unfeasible due to downstream fall and required height of levee wall to accommodate required capacity. Additional levee wall possibility identified east side of Aerodrome. Ongoing investigation.

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	Completed on time and within budget.
	3.3a (2)	Continue standard fit out of LED lighting at all Council owned buildings at Gundagai	Regulatory Officer - Gundagai	Ongoing	Current upgrades to LED lighting in Council buildings are being carried out on an as-needed basis, aligned with available budget allocations.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
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, second hand shop is going well.
	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	We are currently selling the crushed back to the community as well as using it on the internal roads at the tip. We are looking at crushing more concrete in the 25/26 year, with a project 6000 tonne to be coming in from the Hume Highway project. We are looking at possibly crushing this concrete and selling back to the contractor.
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	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. Grant funding will need to be obtained to purchase new green bin, household bins, community education etc.

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	This project is currently on hold pending the outcome of the village flood study. The Village Flood study will provide critical information into asset location and feasibility of options for this project. Should the project be viable, Council will need to find adequate funding to undertake the works.

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 work with Elouera. Elouera and Council have signed a new 5-year extension for their contract to operate the MRF and Stockinbingal and Wallendbeen landfills.
	3.4a (1)	Prepare business case/s for operations of transfer stations within CGRC	Regulatory Officer - Gundagai	Ongoing	This process is ongoing
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 continue with working on educating the residents who put the wrong items in the wrong bins.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	3.4a (2)	Ensure domestic waste, organics and recycling collection carried out in a professional and timely manner, ensuring minimal customer dissatisfaction.	Regulatory Officer - Gundagai	Ongoing	Staff carry out waste collection with operational efficiency and community satisfaction, timely collections reduce the time waste remains curb side, enhancing community aesthetics and hygiene.

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 Contract is currently underway with preliminary onsite works underway.
	3.4c (1)	Deliver planned watermain replacement and reservoir disinfection projects	Acting Manager Engineering Cootamundra	In Progress	FY25- 26 Water main replacement program scope of work currently being drafted. Draft plans expected end of Aug 25, Tender open Sept 25, review Oct 25, recommendation submit to November 25 Council meeting. Res 1 & 2 chemical dosing still under design. Requires consultation with Goldenfields Water prior to consulting DPI prior to submitting Section 60 application.

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	Acting 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	Acting 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 during the demerge process.

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	Acting Manager Business	In Progress	Continual improvement process in place within customer service to ensure quality customer experience is maintained. Revised Customer Service Charter to be reviewed by Council in the August Council Meeting.
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. Policies and Procedures are being reviewed and updated for adoption. Staff have identified areas where we lack policies and procedures and are working on developing them to be adopted.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	4.1b (2)	Implement tracking and reporting of progress against strategic plans against objectives	Acting 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	Acting Manager Engineering Cootamundra	Ongoing	Ongoing Workplace inspections being completed. Resulting action items being addressed. Ongoing Aerodrome inspections 5 per two weeks.
	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	Council has a Health and Wellbeing Procedure in place. The Cross-organisation group are now working to establish a program.

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	Completed	The Long-Term Financial Plan (LTFP) for 2025 has been completed. Further review and revision may be necessary throughout 2026 due to the demerger to present separate plans for Cootamundra and Gundagai. In addition, the OLG has recommended the inclusion of movements in internal and external restricted cash reserve balances in the LTFP which are yet to be added and are still to be finalised for 2025.

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	Acting 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.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	4.2a (2)	Develop Councillor Induction and Professional Development Programs as legislatively required	Acting Manager Business	In Progress	Councillors provided with induction training. Further training options will be provided throughout their term.
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	Acting Manager Business	Completed	Local Government Elections complete.

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	Acting Manager Business	In Progress	Migration to the Cloud of Councils Operating Systems continues. Contract to migrate Civica Authority ERP to their Altitude platform has been signed - Altitude is a SaaS and IaaS product.

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	Acting Manager Business	Ongoing	Council's Media Office continues to communicate milestones and benefits of major CGRC's project development. TEDO's 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	Acting Manager Business	In Progress	Cootamundra-Gundagai Regional Council held a community consultation drop-in centre at the Stephen Wards Rooms on Wed 13 August for the consultation of the Cootamundra Flood Warning System. 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	Acting 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	Acting 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)	Acting 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	Acting 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.

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 NSW Minister for Local Government has announced that the demerger is to proceed. Council is to establish a project plan for this to occur along with a Transition Committee. Formal advice from the OLG is yet to be received about the process.
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	Regulatory Officer - Gundagai	Ongoing	This process is ongoing

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	Manager Regional Services - Cootamundra	On hold (demerge)	Working with Thomas Hogg and consultants with 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 Policy. 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. These documents are expected to be adopted in Q1 2025-2026.
	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 Cootamundra	In Progress	Draft AMPs under review and finalisation. Planned for presentation to Councillors at October Council Workshop

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	Acting 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	Acting 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	Acting Manager Business	Completed	Documents were amended and placed on Public Exhibition after the May Council Meeting. Submissions received during public exhibition were acknowledged, and the documents were adopted in the June Council Meeting with some amendments.

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 received final draft asset management documentation. This is currently in its final stages of internal review before being adopted and implemented.
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	Regulatory Officer - Gundagai	Ongoing	Regional Services Gundagai continues to collaborate and support asset management planning.
5.1a (1)		Assist with the development and updating of Council's Asset Management Plan	Acting Manager Engineering Cootamundra	In Progress	Draft AMPs under review and finalisation. Planned for presentation to Councillors at October Council Workshop

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.	Acting Manager Engineering Cootamundra	Completed	Reseals have been completed on the following roads: Stockinbingal Rd Kill Rush Road O'Donnell St Poole St Scott Ave Stratton Ave 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	Acting Manager Engineering Cootamundra	Ongoing	Potential opportunities to fund from internal development fund from Section 7.12 contributions. To be determined.

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	Acting Manager Engineering Cootamundra	Completed	Approved Fixing Local Roads (FLR) Program works have been completed. Round 4, currently completed, appears to be final round of the FLR program, unless further funding announcements are made.

Action Code	Principal Activity	Action Name	Responsible Officer Position	Status	Comments
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 Q4. Council has also progressed works on First Ave and at the West St and Hanley Street Intersection. West and Hanley Intersection works are substantially complete, with First Ave works ongoing.

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	Advocacy still continues 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.	Acting Manager Engineering Cootamundra	Ongoing	PAMPs under review, to be included in next months Access and Inclusion Advisory Committee for comment on Draft PAMP. Then out to public exhibition October.
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 was unsuccessful. As Council identifies new funding opportunities, Council will ensure that grants are applied for which are relevant to developing a cycleway and pedestrian access plan for the region.

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	Acting Manager Engineering Cootamundra	Completed	COMPLETED
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. Council was not successful in grant applications for Get Active NSW grant funding.

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, no issues or defects identified so far.

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	Council has selected projects for the 2025/26 financial year in line with the grant funding guidelines. A program of works has been prepared to complete the scoped works over the next 12 months.
5.3b (1)		Allocate funds to the Roads to Recovery annually for ongoing road maintenance and infrastructure projects as per condition report	Acting Manager Engineering Cootamundra	Completed	COMPLETED

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	Acting Manager Business	Ongoing	Funding being sought. Digital Services Strategy will be developed once funding is secured.

COUNCIL CONTACT DETAILS

For a copy of this report or information concerning documents referred to herein please contact

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8.2.4 DELIVERY PROGRAM - OPERATIONAL PLAN QUARTERLY PROGRESS REPORT

DOCUMENT NUMBER	448825
REPORTING OFFICER	Anne Chamberlain, Acting Governance Officer
AUTHORISING OFFICER	Linda Wiles, Manager Business
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>4. Collaborative and progressive leadership</p> <p>4.1 A clear strategic direction that is delivered upon</p>
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. Operational Plan Quarterly Progress Report - Quarter 1 (July-Sept) <u>↓</u>

RECOMMENDATION

The Delivery Program incorporating the Operational Plan 2025/2026, quarterly progress report, (1st Quarter, July, August and September), attached to the report, be received and noted.

Discussion

To comply with Section 406 of the Local Government Act, 1993 and in accordance with the Office of Local Government's Integrated Planning and Reporting guidelines 'The general manager must ensure that regular progress reports are provided to the council, reporting as to its progress with respect to the principal activities detailed in its delivery'.

Accordingly, attached to this report is the quarterly progress report outlining the extent to which performance measures and targets, set out in the Delivery Program and Operational Plan, have been achieved during the first quarter of the reporting year; that is between 1 July to 30 September 2025.

The next progress report will be presented to Council at the Ordinary Meeting of Council to be held 24 February 2026 and will consist of status updates for actions within the 25/26 Operational Plan (quarter 2 reporting period from October to December 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

2025/2026 Q1

1: A vibrant, safe, and inclusive community

1.1: Our health and wellbeing needs are met

1.1a: Advocate for 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	All open space areas, parks and recreational areas are maintained within budget and time. This includes infrastructure such as park furniture, paths and play equipment.

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
Maintain and enhance parks, gardens and recreational facilities	1.1b (1)	Continue the upgrade and maintain amenities at Fisher Park to meet the demands of local and regional sporting associations and clubs	Manager Regional Services - Cootamundra	Ongoing	New irrigation wires, goal posts and timekeepers box have been installed.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	1.1b (1)	Repair flood damage to Nicholson Park canteen and change rooms, fencing, canteen, kitchen, flooring and bar area in Clarke Oval.	Manager Regional Services - Cootamundra	Completed	All repairs have been completed and evidence recorded for acquittals.
	1.1b (1)	Replacement of the Auto Belay system for the rock-climbing wall at the Cootamundra Sports Stadium	Manager Regional Services - Cootamundra	Completed	Auto belays have been installed, job completed.
Promote year-round use of council facilities	1.1b (2)	Continue to manage the existing contract for the Cootamundra Aquatic Centre and Sports Stadium to ensure all areas of service delivery meet Community and Council expectations	Manager Regional Services - Cootamundra	Ongoing	New 12-month extension contract has been signed. Regular meetings are being held with L & R Staff to ensure service delivery is meeting the community and Council expectations as best as possible.
	1.1b (2)	Monitor and maintain Cootamundra Aquatic Centre and Cootamundra Sports Stadium within the allocated resources and funding	Manager Regional Services - Cootamundra	Ongoing	A 12-month lease extension with L & R Group has been finalised. Summer season commences 1/11 and onsite weekly meetings with staff have commenced.
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	Council continues to maintain 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.
	1.1b (3)	Conduct review and update the Gundagai Street Tree Masterplan	Acting Manager Regional Services - Gundagai	Ongoing	Gundagai Street Tree Masterplan has been reviewed by staff and currently being updated by Landscape Architect.
	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	Council maintains the facilities at Stockinbingal and Wallendbeen within the budget allocated. This includes open spaces, furniture, play equipment and toilet blocks.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	1.1b (3)	Ensure that the Cootamundra Street Trees are maintained within the allocated resources and funding available to deliver a safe streetscape to the Community and street users groups	Manager Regional Services - Cootamundra	Ongoing	Staff have a workflow list which captures street tree requests, prioritises the dangerous trees and is working through the list.
	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	We have been keeping in communication through emails with any of the communities enquiries.
Work in partnership with active sporting associations, community groups and health providers to ensure sporting facilities are fit for 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	Ongoing	The meetings with the Sportsground Users group are currently on hold due to the demerger, as per the Council resolution. Council maintains contact with each club to ensure we are still working together to provide facilities required for all sports in the LGA.
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	Staff regularly mow and maintain all cemeteries within our LGA within budget and time. We receive little to no complaints.
	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	We have a strong, professional relationship with all funeral directors and staff.

1.1c: Seek funding and investment for the replacement and renewal of the existing sports and recreational facilities across the LGA

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Cootamundra Showground upgrades to the luncheon pavilion	1.1c (2)	Upgrades to the Luncheon Pavilion at the Cootamundra Showgrounds	Manager Regional Services - Cootamundra	Ongoing	Concrete has been installed at the showground pavilion to start the upgrades. More works will be undertaken now the Cootamundra show has been and gone.

1.2: A welcoming community that cares for and looks after each other**1.2d: Increase focus on the Arts by providing accessible, functional, multi-purpose facilities and spaces suitable for culture, recreational, learning and information services/activities**

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Built and sustain partnership with cultural and arts bodies, and the local arts community to support activities and to secure funding for cultural and arts development in the local government area	1.2d (1)	Work with partners including Eastern Riverina Arts to develop a diverse annual program of events	Manager Business	Ongoing	TEDO staff continue to liaise regularly with cultural and arts bodies to support local activities and events. Funding opportunities are being pursued to enhance cultural and arts development across the LGA.

1.2e: Ensure implementation of Disability Inclusion Action Plan elements across the LGA

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Update the Disability Inclusion Plan and ensure elements of the plan are considered during the planning and implementation of events and projects	1.2e (1)	Update Disability Inclusion Action Plan	Manager Business	Completed	The Disability Inclusion Action Plan was put on Public Exhibition for 28 days. No submissions were received. It has now been adopted as per Resolution 156/2025 in the August Council Meeting.

1.3: Maintaining emergency resilience and 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	Audits of EOC's were undertaken throughout the reporting period and preparations for the installation of a backup generator at Bassingthwaite Park evacuation centre were made.
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	LEMO attended the South West RFS Liaison Committee meeting and the South West Slopes RFS Liaison Committee Meeting on Thursday 16 October. Fire Hazard Reductions of vegetation has commenced through the funding received from the Bush Fire Risk Mitigation and Resilience Support Program.
Maintain and update Council's emergency response plans	1.3a (3)	Continue to maintain and update Council's emergency response plans	Acting Manager Engineering - Gundagai	Ongoing	The EMP was reviewed during the reporting period.
Continue to work in partnership with local agencies such as Fire and Rescue NSW, Rural Fire Service and State Emergency Service, NSW Health, Ambulance, Police and Local Land Services, to identify and advocate for opportunities to improve overall community safety	1.3a (4)	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	Throughout the period the Emergency Management Plan was reviewed and updated. In addition, preparations were made for a two hour functional exercise in setting up the EOC at Gundagai and working with the key response agencies in readiness for the summer season. The exercise has been funded by a \$2000 Emergency Management Grant that Council applied for.

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 and security assets being compiled as part of initial contract review.
	1.3c (1)	Review security contracts for closed-circuit televisions (CCTV) cameras.	Manager Regional Services - Cootamundra	Ongoing	Still reviewing contract with existing CCTV with Its Secure. We are also looking for external funding to add additional CCTV in other areas.

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
Develop project management plan for the Old Mill project and associated funding	2.1a (1)	Development of the Gundagai Old Mill Redevelopment Project Management Plan	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 (3)	Liaise with GrainCorp regarding the Wallendbeen Silo art project	Manager Business	In Progress	Draft Action Plan for the Wallendbeen Silo Development has been created. Awaiting further discussion and review with GrainCorp.

2.1b: Seek funding and investment opportunities to improve existing visitor amenities and experiences

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Upgrades to the Dog on the Tucker box precinct at Annie Pyers Drive	2.1b (3)	Investigate and delivery a potable water supply to the Dog on the Tucker box precinct at Annie Pyers Drive, Gundagai	Acting Manager Engineering Gundagai	Ongoing	Council has committed, via resolution to provide portable 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.

2.1c: 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	TEDO continue to implement actions from the Agritourism strategy. CGRC was successful in receiving funding under the Open Streets Program 2025-2028. Council will receive \$350,000 over the 3 years and will fund the events within the Starry Nights Festival - this includes Wattle Time, Festival of Gundagai, Sparkling Streets, and Christmas on Sheridan.

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

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Update Economic Development Strategy and tourism marketing plans	2.1d (2)	Update the Tourism and Economic Development Strategy	Manager Business	In Progress	Tourism brands for Gundagai and Cootamundra are promoted through websites, Facebook, Instagram and events, consistent with platforms listed in our Communications Engagement Strategy. Partnerships with surrounding LGA's have been activated. Billboards updated with existing TED Strategic Plan Funding.

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
Develop Masterplan for Old Cootamundra District Hospital	2.1e (1)	Seeking funding for the old District Hospital Cootamundra Masterplan	Manager Regional Services - Cootamundra	Ongoing	No funding source found to date. In discussions with the IGM, we have been considering the possibly of handing the facility back to Crown Lands, given it is extremely costly to maintain with no benefit to Council.

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	TEDO staff work towards outcomes of CSP and TED Strategy. Websites feature centralised information for residents and visitors encouraging liveability, local product and event development. Staff continue development of regional partnership with Destination NSW Riverina Murray.

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

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 Council	Manager Business	Ongoing	Youth and Inclusion Officers continue 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.
Review and update council's Youth Strategy	2.2d (3)	Review and update Councils Youth Strategy	Manager Business	In Progress	The review of Council's Youth Strategy is underway. Consultation has commenced through targeted youth and community surveys to identify current needs and priorities, which will inform the development of an updated Youth Strategy.

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	Currently no funding available. There is a possibility of converting the Cootamundra saleyards into a depot in the future.

2.2g: 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	2.2g (2)	Develop a region wide maintenance schedule for council assets and facilities	Acting Manager Regional Services - Gundagai	Ongoing	Levels of service & subsequent maintenance schedule to be determined.
	2.2g (2)	Develop a region wide maintenance schedule for council assets and facilities	Manager Regional Services - Cootamundra	Ongoing	Currently undertaken a draft asset management plan.

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	Acting Manager Sustainable Development	Ongoing	Funding not currently available for the subject policies. However, awaiting confirmation to use NCIF2 Grant funding to undertake a Cootamundra Housing and Employment Land Strategy, Gundagai Housing & Employment Land Strategy is complete and being exhibited for adoption in November/December 2025. Both strategies will inform amendments to LEP's. Upcoming grant opportunity has been identified and is being explored with potential to pursue funding for a new DCP for both areas.

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	Acting Manager Sustainable Development	Ongoing	Funding not currently available for the subject policies. However, awaiting confirmation to use NCIF2 Grant funding to undertake a Cootamundra Housing and Employment Land Strategy, Gundagai Housing & Employment Land Strategy is complete and being exhibited for adoption in November/December 2025. Both strategies will inform amendments to LEP's. Upcoming grant opportunity has been identified and is being explored with potential to pursue funding for a new DCP for both areas.

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
Continue delivery of the Noxious Weeds Action Plan	3.1b (1)	Continue to implement the noxious weeds program in accordance with the Riverina Regional Biosecurity (Weeds) Local Land Services and maintain communication with NSW Local Land Services Department	Manager Regional Services - Cootamundra	Ongoing	Continue to deliver on the goals set in the WAP, spraying local and highway roads etc.
	3.1b (1)	Continue to implement the Noxious Weeds program in accordance with the Riverina Regional Biosecurity (Weeds) Local Land Services and maintain communication with NSW Local Land Services Department	Acting Manager Regional Services - Gundagai	Ongoing	Staff continue to meet Weed Action Plan commitments as required under Council's participation in the Riverina Regional Weeds Committee, and its advisory role to Local Land Services and Department of Primary Industries.

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	Acting Manager Engineering Cootamundra	Ongoing	Provide engineering advise to building department as required during DA approval process.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	3.1c (1)	Plan, construct, maintain and manage the regions water infrastructure network in accordance with land development, and asset management priorities and availability of funding for Gundagai Area	Acting Manager Engineering Gundagai	Ongoing	<p>Council has developed an Asset Management Policy, Asset Management Strategy and Asset Management Plans. These will be workshopped with Councillors before adoption in Quarter 2 of the 2025/26 financial year. The documents have been designed to ensure that they are relevant for both prior to demerger as well as after demerger, when that occurs.</p> <p>Council has ensured that future growth of Gundagai township has been included into the asset management documentation.</p>

3.2: We have attractive towns and villages

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 a Masterplan for the Muttama Creek	3.2c (1)	Seek funding to develop Masterplan for the beautification and preservation of Muttama Creek	Manager Regional Services - Cootamundra	Ongoing	Review of Environmental Factors has been completed, draft Master Plan completed, final community consultation completed. Final Master Plan is expected as soon as Council comments on the Review of Environmental Factors.

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
Implement the recommendations from the Flood Studies	3.2d (5)	Develop flood studies for Stockinbingal, Wallendbeen and Muttama Villages	Acting Manager Engineering Cootamundra	On Hold	Grant application FMP-0090 Flood Studies for Muttama, Stockinbingal and Wallendbeen were unsuccessful. Will be reapplied for in future round of applications.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	3.2d (5)	Implement Cootamundra Flood Study recommendations	Acting Manager Engineering Cootamundra	Ongoing	Cootamundra Basin and Levee Feasibility Study underway. Preliminary investigation has been completed and scope of work moving to detailed analysis of proposed works.
Undertake flood warning system review for Cootamundra	3.2d (7)	Undertake a flood warning system review for Cootamundra	Acting Manager Engineering Cootamundra	Ongoing	Consultants engaged and project underway. Currently in final stages of stakeholder engagement with draft final report due early November 2025.
Undertake a feasibility study for the Cootamundra Turf Club detention basin and McGowen Street levee	3.2d (8)	Undertake a feasibility study for the Cootamundra Turf Club detention basin and McGowen Street Levee	Acting Manager Engineering Cootamundra	Ongoing	Cootamundra Basin and Levee Feasibility Study Underway. Preliminary investigation found Turf Club Basin unfeasible due to site constraints, excessive costs and adverse impacts on surrounds with minimal overall positive impacts. Alternate Aerodrome Basin was proposed and under investigation in conjunction with McGowen Street Levee options. Preliminary investigations completed and moving into detailed analysis of proposed works.

3.2g: Ensure cemeteries across the LGA are upgraded and well maintained

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Install toilet facilities in North Gundagai and South Gundagai Cemeteries	3.2g (1)	Implement Planning for the installation of toilet facilities in North and South Gundagai Cemeteries	Acting Manager Regional Services - Gundagai	Ongoing	Planning for the installation of toilet facilities to Gundagai North and South Cemeteries continues. Toilet buildings have been procured and due for the delivery and installation, February/March 2026.
Upgrade irrigation from domestic to commercial in the North Gundagai Lawn Cemetery	3.2g (2)	Upgrade irrigation in the North Gundagai Lawn Cemetery	Acting Manager Regional Services - Gundagai	Ongoing	Works scheduled for April 2026.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Apply for funding to manage, maintain and monitor the box-gum woodlands remnant areas in Cemeteries at Wallendbeen and Stockinbingal	3.2g (4)	Apply for funding to manage, maintain and monitor box-gum woodlands remnant areas in Wallendbeen and Stockinbingal cemeteries	Manager Regional Services - Cootamundra	Ongoing	Applications have been submitted for funding; we are confident we will be successful for both Wallendbeen and Stockinbingal cemeteries.

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	Manager Regional Services - Cootamundra	Ongoing	Still seeking funding for this one to continue the retrofit out.
	3.3a (2)	Continue standard fit out of LED lighting at all Council owned buildings	Acting Manager Regional Services - Gundagai	Ongoing	The upgrading to LED lighting within existing Council buildings budget allocations is being prioritised in conjunction with maintenance and repair works.
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	Still in the process of requesting a variation to the Cootamundra landfill license so we can accept FOGO. We will then be seeking funding to implement; however, Councillors are wanting to see what the EPA exceptions are before we commit to FOGO.

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
Prepare business case for operations of transfer stations with CGRC LGA	3.4a (1)	Prepare business case/s for operations of transfer stations within CGRC	Acting Manager Regional Services - Gundagai	Ongoing	Historical data being compiled. Business case being prepared
	3.4a (1)	Prepare business case/s for operations of transfer stations within CGRC	Manager Regional Services - Cootamundra	Ongoing	Stockinbingal and Wallendbeen landfills are still listed to be converted to transfer stations. Currently holding off whilst seeking external funding.
Undertake promotional campaign to increase community sustainability awareness	3.4a (2)	Monitor full contractor compliance associated with the recycling contract and strive to reduce waste going into landfill wherever possible	Manager Regional Services - Cootamundra	Ongoing	5-year extension for Elouera has been signed off. Regular meetings with Elouera to ensure both parties are fulfilling their obligations, as per the contract. New second-hand shop at the Cootamundra landfill is diverting on average 700kg of waste from landfill per month.

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	<p>Water main replacement is currently underway with replacement occurring in Punch Street, Otway Street and First Avenue. This is expected to be completed in Q2 of the 2025/26 financial year.</p> <p>Reservoir disinfection and cleaning is expected to occur in Q3 of the 2025/26 financial year. Council is in preliminary discussions with commercial diving companies to undertake the cleaning process.</p>

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	3.4c (1)	Deliver planned watermain replacement and reservoir disinfection projects	Acting Manager Engineering Cootamundra	Ongoing	<p>Water reticulation designs completed for Victoria Pde (467m pipe), Wills St (448m Pipe), Bourke St (277m Pipe), Lawrence St (644m pipe) Centenary Ave (679m Pipe). Total of approx. 2.5km pipe works planned forecast approximately \$2.5m</p> <p>Total works will incorporate next 4-5 years water mains replacement based on current annual replacement budgets of \$500,000/yr. FY25-26 will see Victoria Pde scope of works Tendered and completed.</p>

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 has 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 during the demerge process.

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. Revised Customer Service Charter has been endorsed under Resolution 158/2025 in the August Council Meeting. Customer Service Policy is being developed to provide clear guidance and procedures for front line staff.
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	All policies and procedures have been reviewed, some updated and some in draft form where we did not have any documents. Weekly meeting are held with relevant staff.
	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	Acting Manager Engineering Cootamundra	Ongoing	Monthly and ad hoc workplace inspections being conducted by Cootamundra WH&S officer, target areas have been, Workshops and Depots. Significant improvements over previous 5 months have been noted in the workplace. Future plans to move to onsite/mobile work areas.
	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	Council is actively looking at WH&S throughout all works which are being undertaken. Both pro-active and reactive programs are in place to ensure that risk from a WH&S perspective is minimised as much as possible.
Develop and implement a Staff Wellbeing Program	4.1c (4)	Continue implementation of staff wellbeing program	Coordinator Human Resources	Ongoing	This is being discussed with the Cross Organisational Group and WHS meetings. Sourcing other ideas from other Councils, that could be applicable to our environment.

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	In the first quarter of 2026 FY income and expenditure is meeting expected projections. Preparations will begin in the coming months for the operating plan for 2027 FY which will include a more in-depth review of the Long Term Financial Plan (LTFP) to consider what actions should be taken now that the demerger of councils between Gundagai and Cootamundra has been confirmed. It will be important that movements in restricted cash are included in the LTFP as instructed by the Office of Local Government (OLG).

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)	Develop ongoing Councillor training 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.

4.2c: 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. Altitude project is underway and expected to be completed early 2026.

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. TEDO's 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 is implementing the actions outlined in the adopted Community Engagement Strategy, including pop-up activities and face-to-face engagement. Regular consultation sessions are planned across villages and main centres to support ongoing community participation.

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)	Update Council's Communication Strategy to guide Council's communication and engagement with the community	Manager Business	In Progress	A review of Council's existing Communications Engagement Strategy is scheduled to commence to ensure it remains current and aligned with current priorities. The updated strategy will guide Council's communication and engagement with the community and key stakeholders.

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.

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	Council has been advised that the demerger is to proceed and has established a Demerger Transition Committee to oversee the process. Work is underway to see the demerger progress.
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 Engineering Gundagai	In Progress	Council has developed an asset management policy, asset management strategy and asset management plans. These will be workshopped with Councillors before adoption in Quarter 2 of the 2025/26 financial year. The documents have been designed to ensure that they are relevant for both prior to demerger as well as after demerger, when that occurs.
	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	Asset Management Strategy and Asset Management Plans for Cootamundra-Gundagai Regional Council adopted 28/11/2025.

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	Manager Regional Services - Cootamundra	Ongoing	Demerger is still ongoing, asset register, and draft plan has been completed.
	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 Cootamundra	On hold (demerge)	On hold until demerger

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 has implemented ERM Module through Pulse, with an initial review of current risks underway.
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	Ongoing	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.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Create plan to relocate historical records and update retention schedule	4.4b (4)	Create plan to relocate historical records and update retention schedule	Manager Business	In Progress	Quotes to be sought from consultants to assist with the development of this Transfer Plan.
Implement Enterprise Risk Management module in Pulse	4.4b (5)	Implement Enterprise Risk Management module in Pulse	Manager Business	In Progress	The Enterprise Risk Management module has been implemented in Pulse, with existing risk registers successfully uploaded. A review of current risks is underway to ensure all information is accurate and up to date within the system.

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	Develop an Asset Management Plan	Acting Manager Engineering Gundagai	Ongoing	Council has developed an asset management policy, asset management strategy and asset management plans. These will be workshopped with Councillors before adoption in Quarter 2 of the 2025/26 financial year. The documents have been designed to ensure that they are relevant for both prior to demerger as well as after demerger, when that occurs.
5.1a (1)		Develop an Asset Management Plan	Acting Manager Regional Services - Gundagai	Ongoing	Asset Management Strategy and Asset Management Plans for Cootamundra-Gundagai Regional Council adopted 28/11/2025.
5.1a (1)		Development an Asset Management Plan	Acting Manager Engineering Cootamundra	Completed	Asset Management Plans developed and adopted at council meeting 28/10/2025.
5.1a (1)		Development an Asset Management Plan	Manager Regional Services - Cootamundra	Ongoing	Thomas Hogg has been working with consultants and have presented the draft to Council on 28 October 2025.

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	Acting Manager Engineering Cootamundra	Ongoing	Annual Reseal program comprised of \$125k Block Grant (regional Roads) and \$356,300.00 Federal Assistance Grant (Local Roads component). FY25-26 reseal program planned for Regional Roads - Stockingbingal Road (23,700m2), Local Roads - Racecourse Road (3,000m2), Berthong Road (37,000m2), Wallendbeen Village Streets (2,700m2). Planned to be carried out prior to Christmas break.
5.1b (2)		Deliver the annual road resealing program as budgeted	Acting Manager Engineering Gundagai	Ongoing	Council has developed a plan to complete the annual road resealing program as budgeted. This is expected to be completed in Q2 and Q3 of the financial year. Resealing is best done during the warmer months of the year to ensure a better quality seal.

5.2: Easily accessible from major cities and other regional towns

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	Acting Manager Engineering Cootamundra	Completed	Fixing Local Roads program has been completed with Round 4 being the final round. This grant program has closed.
5.2b (1)		Continue to implement the approved and funded Fixing Local Roads Program	Acting Manager Engineering Gundagai	Ongoing	Council is expected to complete the majority of Fixing Local Roads program for this financial year in Q2 and Q3 of this financial year.

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 Cootamundra	Ongoing	No suitable funding sources for "upgrades" have been identified. Roads to Recover (R2R) \$867,289.00 has been allocated to Muttama Road Heavy Patching Renewals. Expected to renew approximately 30,000m2 (or approximately 3.3km x full road width). Expected completed Feb - March 26.

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 Road at Cullinga Creek	Acting Manager Engineering Gundagai	Ongoing	Council is currently exploring funding opportunities for the construction of a bridge over Cullinga Creek. These works include preparing a scope of works, preparing a high-level cost estimate and concept designs to support any funding opportunities which arise.

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	Continue to seek funding for the Pedestrian and Mobility Plans (PAMPS) to develop cycleway and pedestrian access for the region	Acting Manager Engineering Gundagai	Ongoing	Council has applied for funding for cycleway and pedestrian access, however, to date has not been successful. Council is continuing to identify funding opportunities as they arise.
5.2c (2)		Continue to seek funding for the Pedestrian and Mobility Plans (PAMPS) to develop cycleways and pedestrian access for the region	Acting Manager Engineering Cootamundra	Ongoing	Local Roads Community Infrastructure (LRCI) was previous source of PAMPS implementation funding, this program has been completed and closed. Council staff investigating suitable replacement sources. "Get NSW Active" grant source is most likely replacement but requires minimum shared path widths of 3m to be successful which is unlikely to be achievable in majority of Cootamundra townships streetscapes.

5.2d: Seek funding to enable electric charging infrastructure

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

Action Code	Principal Activity	Action Name	Responsible Officer Position	Status	Comments
5.2d (1)	Investigate funding opportunities for installation of electric car charging facilities in Gundagai	Apply for grant funding to install Electronic Vehicle charging stations in Gundagai	Acting Manager Regional Services - Gundagai	Ongoing	Appropriate Grant Funding opportunity yet to be identified. REROC and Council's staff continue to look for suitable funding sources.

8.2.5 MUTTAMA CREEK REGENERATION GROUP S.355 COMMITTEE MEETING MINUTES

DOCUMENT NUMBER	449194
REPORTING OFFICER	Anne Chamberlain, Governance Officer
AUTHORISING OFFICER	Linda Wiles, Manager Business
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. Muttama Creek Regeneration Group s.355 Committee meeting Minutes - 13 October 2025 🔗

RECOMMENDATION

The attached Minutes of the Muttama Creek Regeneration Group s.355 Committee meeting held, 13 October 2025, attached to the report be, received and noted.

Introduction

The Minutes of the Muttama Creek Regeneration Group s.355 Committee meeting held on 13 October 2025, is submitted for the information of council and the community.

The Manager of Regional Services Cootamundra has made contact with the Committee and addressed the concerned outlined in the minutes.

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

The objective of this report does not conflict with guidelines.

Muttema Creek



**Regeneration
Group**

Muttema Creek Regeneration Group

Minutes: Monday 13 October, 2025

Present: Graeme Johnson, Di Pearton, Anthony Meyers, Paulina Butler, Doug Butler.

Apologies: Linley Chaplin, Ethan Ryan.

Welcome: Meeting opened at 5.00 pm, Stephen Ward Rooms, Cootamundra Town Library.

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

GJ read the 4 August 2025 meeting minutes and they were accepted by Paulina Butler,, seconded by Doug Butler.

BUSINESS ARISING:

- **Exotic removal-** GJ has emailed Steven Lowe, Acting Manager Regional Services Cootamundra, CGRC re clearing done previous to the completion of The Muttema Creek Master Plan report by Martens & Associates study, and clearing well beyond the 10m we understood is allowed by the Natural Resource Access Regulator permits, (email as attached and emailed to MCRG members).

Steven Lowe's reply is that all works have been completed under 'flood funding' and preapproved. Behind the RSL, further clearing was allowed due to the silted up gabions, clearing also to allow access for machinery. Cumbungi mowing also approved works. GJ suggested that while the banks are cleared it is an opportune time to plant bank-stabilising native grasses.

Masterplan Concerns- has been released. GJ to ask to meet with Steven Lowe to discuss a number of concerns the group has- (attached to the minutes)

1. Council and Marten's group lack of consultation and communication with our group.
2. Page 19, 3.41 'The Place' 'some recent' plantings by the MCRG- over twenty years of planting, weeding, watering,etc.
3. 'The Bird Walk and sculptures are to be.....relocated'- these are established gardens and tiny bird habitat.
4. Page 20, 3.42 'Opportunities'- impact the dog park and require the relocation of the fence- concern is about loss of trees with several years of growth, and a significant River redgum.
5. 3.4 'Local Community Precinct' Footbridges proposed- these are damaged when we have these flood events, and take time and considerable cost to repair.
6. CGRC Parks and Garden Staff are already stretched to maintain Cootamundra's extensive green space. The Cootamundra Floodplain Risk Management study's recommended- 'continuation of existing and extension of Council's vegetation management program to maintain native vegetation, bank stability and weed removal'.

- **Attending Councillor, improving communication-** Ethan Ryan is an apology for today's meeting due to work commitments, he emailed GJ and offered to bring up any of MCRG's concerns at Council meetings.

No CGRC employee attended today's meeting.

- **Water Testing** – No further information from Council. Particularly concerning with the Abattoir extension.
- **Working bees-** Two working bees were held in August and September, weeding and pruning and removing general rubbish- Mackay St entrance to Bird Walk, Casuarina Walk.

GENERAL BUSINESS:

FB- On our page we received a comment from Struan Timms, a committee member of Junee Regenerative Landcare, asking why we're planting non-local native plants here.

When DP followed this up, Sytruan Timms T direct msged: 'Also hold a cert 3 in hort, a keen interest in bush regen and local native plants.

I'd be more than happy to help you with plant selection, lists and resources.

We might also be able to organise some of our group to help out with a planting day or work B. '

Boys to the Bush- Graeme Johnson discussed the Boys to the Bush possibly helping our group out with a project when/if we have one planned.

Working Bees Saturday 9.00 am, 11 October - Mackay Street Bird Walk Casuarina Walk.
 Saturday 9.00 am 25 October - Mackay Street Bird Walk Casuarina Walk.

Meeting closed at 6 pm.

Next Meeting: Monday, 01 December at 5pm, Stephen Ward Rooms

Concerns re Muttama Creek Master Plan Report

1. Page 19, 3.41 The Place, second paragraph states 'There are some recent plantings by the Muttama Creek Regeneration Group' - these are not only recent plantings- these native trees and bushes, groundcovers have ALL been planted by our group, at our cost and considerable care through drought, being hand watered through hot summers, until established. And many lost or damaged in floods.
2. "The Bird Walk and sculptures on the eastern side of the creek are to be retained and relocated as required to accommodate the revitalised creek corridor' – these AQ Our further concern is the lack of consultation and communication with our group. MCRG, a volunteer group has been responsible, via grants and donations and with the assistance of community groups, local and Sydney schools, for the planting and maintenance, weeding and watering, cleaning up after flooding, and for some of the pathways along the creek.
3. bre established gardens around the sculptures vital for small bird habitat.
There seems to be little awareness of the care and time it takes for plants to grow in Cootamundra's difficult climate.
The group suggests that the Council commissions new sculptures from the Men's shed, if they're 'required.'
4. Page 20, 3.42 Opportunities, third paragraph states 'The proposed flood mitigation works and the addition of a new bend in the creek will impact part of the existing dog park and require the relocation of the fence' -MCRG is concerned that trees we have planted, always in consultation with the Council, but at our expense, may be removed, including significant eucalypts, and casuarinas. Again, these have been hand watered.
5. A number of footbridges are proposed along the creek, one in this 3.4 Local Community Precinct, one to reestablish the historic Nurses Home Bridge. When these flood events occur the footbridges are seriously damaged, take a long time to be repaired at considerable cost.
6. Our further concern is the lack of consultation and communication with our group. MCRG, a volunteer group has been responsible, via

grants and donations and with the assistance of community groups, local and Sydney schools, for the planting and maintenance, weeding and watering, cleaning up after flooding, and for some of the pathways along the creek.

7. Lastly we have a major concern that the our Parks and Garden staff already have a workload that cannot manage the increased maintenance.



Graeme Johnson <gpeartonjohnson@gmail.com>

Creek clearing

5 messages

Graeme Johnson <gpeartonjohnson@gmail.com>
To: Steven Lowe <Steven.Lowe@cgrc.nsw.gov.au>

Sun, Jun 15, 2025 at 12:25 PM

Good morning Steven

Just some questions about the machinery clearing areas of the creek.

Why has it started before the environmental report has been done?. Surely this would have been a prerequisite.
In many places the clearing has gone well beyond the 10m which is in my understanding what the Natural Resource Access Regulator has permitted, especially on the down side of the Wallendoon St bridge going well beyond the 10m limit. Has there been no oversite of the workers or clear limits placed on their scope of works?
If this is the case it is very disturbing. Some clarification of the situation would be helpful.

Regards

Graeme Johnson.

Steven Lowe <Steven.Lowe@cgrc.nsw.gov.au>
To: Graeme Johnson <gpeartonjohnson@gmail.com>

Tue, Jun 17, 2025 at 9:14 AM

Hi Graeme,

The works that have been undertaken have been preapproved. This is all being completed under the flood funding. The funding includes the development of the master plan and some physical works to be undertaken. The approval allows Council to clear 10m either side of a Council asset. Although we are focusing on bridges and culverts in the creek, the area behind the RSL has gabions that were installed to slow the water down, these were covered by the silt buildup and were no longer functional so it was cleared 10m either side. In addition to this, some clearing had to be undertaken to allow machinery to access the site to undertake the works. The mowing of the Cumbungi is also approved works, it's just very expensive which is why it doesn't get done more frequently. The contractor and Council staff are all aware of the scope of works to be undertaken and the restrictions and preapprovals in place.

If you have any further enquiries I am happy to discuss.

Thanks Graeme.

Regards,

Steven Lowe
Acting Manager Regional Services Cootamundra
Cootamundra-Gundagai Regional Council



Cootamundra-Gundagai Regional Council acknowledges the Wiradjuri people as the traditional custodians of the land on which we walk, live and work. We pay our respects to the Elders, past, present and emerging. They are the holders of the knowledge, culture, values and hopes of Aboriginal and Torres Strait Islander peoples who contribute to our community.

Good morning Steven

Thanks for your email and the explanation of what's happening along the creek. The very visible work the council is doing should take the pressure off the council and keep the keyboard warriors happy, although won't do much to alleviate future flood problems.

Now would be a good time to revegetate areas around where the excavations have been completed. The plantings of native grasses would help stabilise the banks, prevent the regrowth of exotics and cut down future maintenance for the council staff.

Regards

Graeme

[Quoted text hidden]

THE BOSTONIAN

100

8.2.6 MUTTAMA HALL MANAGEMENT S.355 COMMITTEE MEETING MINUTES

DOCUMENT NUMBER	448900
REPORTING OFFICER	Anne Chamberlain, Governance Officer
AUTHORISING OFFICER	Linda Wiles, Manager Business
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 - 15 October 2025 ↓

RECOMMENDATION

The Minutes of the Muttama Hall Management s.355 Committee Ordinary Meetings held, 15 October 2025, attached to the report, be received and noted.

Introduction

The attached Minutes of the Muttama Hall Management s.355 Committee Ordinary Meetings held, 15 October 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, 15TH OCTOBER, 2025.

1 MINUTES

1.1 Attendance and Confirmation of Quorum

Present: President/Chairperson: Robert Flint.

Secretary: Cathy Last

Treasurer: Lien Puddicombe

Councillor:

General Members: Kate Last, Sam Puddicombe, Bill Buckley, Trevor Glover.

Cootamundra-Gundagai Regional Council representatives:

Confirmation of a Quorum: There are 11 Members appointed to this Committee.

Quorum numbers are met **yes**

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

1.2 Apologies

Eliza Butt, Emily Flint, Sarah Ingold, Kaede Ingold, Abb McAlister, 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 **17th September, 2025** are confirmed as true and correct.
Moved by Sam Puddicombe seconded by Lien Puddicombe.

Business Arising from previous Minutes:

Correspondence in/out: (as per agenda)

1.5 Report from the Treasurer/President/Secretary

Balance \$13,646.22 Moved by Robert Flint seconded by Cathy Last that the Treasurers report be accepted.

1.6 General Business (List Agenda Items)

Air Conditioning for Kitchen.

Action: Air conditioning to be installed in the kitchen. Bill Buckley will update the committee at the next meeting.

Railway Celebration.

The Hall Committee decided that the weekend of 2nd and 3rd May will be a celebration to mark 140 years since the Cootamundra to Gundagai Railway line was opened.

The date has been booked for a Railway Model display in the Muttama Hall.

The display will have a working scale train model & a display of the Muttama Railway station 140 years ago. There will also be model displays from other Railways in NSW. To ensure the safety of these displays the hall will be locked at the end of the day.

Market stalls will operate on Sunday 3rd of May at the Recreation ground from 9am to 3pm. There will also a B-B-Q and other family activities on the day.

Details of these activities are yet to be finalised.

Trevor & Sam have volunteered to man the B-B-Q.

Honour Board Display

Action: Sam Puddicombe addressed the committee regarding the cost of making the Honour Boards and other matters related to the display. A decision will be made as to where the boards will be displayed at a later date.

Mowing of grass near and around the hall.

Moved by Robert Flint and seconded by Trevor Glover that Kerry Edgerton be given fuel to cover the cost of mowing.

Lock on main door

The hall cannot be opened as the lock is not working on the door between the Hall and the Fire shed. Access can be gained through the kitchen door.

Action: The lock to be repaired.

Blinds.

A Tax invoice of \$90.00 for blinds was presented at the meeting.

1.7 Annual Meeting followed by General meeting Wednesday 12th November 6:30pm

1.8 Time Meeting Closed at 7.20pm.

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 – Annual Community Donations.

The Muttama Hall Committee was successful in obtaining a grant from Council for \$1,175.00

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 Brock 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

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

DOCUMENT NUMBER	448037
REPORTING OFFICER	Anne Chamberlain, Governance Officer
AUTHORISING OFFICER	Linda Wiles, Manager Business
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 s.355 Committee meeting Minutes - 25 September 2025 <u>↓</u> 2. Stockinbingal Ellwood Hall S.355 Committee meeting Minutes - 16 October 2025 <u>↓</u>

RECOMMENDATION

The Minutes of the Stockinbingal Ellwood's Hall s.355 Committee Meetings held, 25 September 2025 and 16 October 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 25 September 2025 and 16 October 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

5.00PM THURSDAY 25 SEPTEMBER 2025

1. AGENDA ITEMS

1.1. Attendance and Confirmation of Quorum:

Attendance: Chairperson: Carmel Payne

Secretary: Lorna Nixon

Treasurer: Alan Pether

Councillor:

General Members: Kim Lee, Robyn Gray, Sue Caldwell

Confirmation of a Quorum: There are 8 Members appointed to this Committee. Quorum numbers are met.

1.2. Apologies: Stephen Neave, Su Moon.

1.3. Disclosure of Interests: Nil

1.4. Confirmation of previous meeting Minutes:

The minutes of the last Stockinbingal Ellwood's Hall Section 355 Committee meeting dated **28 August 2025** are confirmed as true and correct.

Moved: Kim Lee Seconded: Robyn Gray

1.5. Business Arising from previous Minutes:

- Mulching the back yard: Large pile of mulch still available in the gravel pit area. Secretary to check with council if this freely available to the village people. Committee would like to put down cardboard and cover with this mulch to keep weeds under control in the back yard of the hall. At the time of writing Steve Lowe at CGRC was on leave but an email was sent on 4 October 2025.
- Toilet blockings: Steve Lowe advises that if there are any further blockages to advise him or Tim Webster and he will contact local (Stockinbingal) council employee Richie Gibbs to unblock it.
- Table and chairs hire - all worked well and \$140 paid to committee by the McLachlan family. Set fees to be made for hiring tables- \$10; chairs \$2; Bond of \$100.

1.6. Correspondence in/out:

- 03.09.2025: More recipe books were ordered to be printed from Active print in Wagga. These are now ready to be collected. Secretary to collect on 14 October.

- 03.09.2025: To Steve Lowe at CGRC re Time Capsule event coming up and our wish to have the bricks at the front of the hall pressure cleaned. This would need a water supply at the front of the hall.
- 03.09.2025: From Steve Lowe advising that he would arrange for a tap to be placed at the front of the hall. Also council will tidy up the park where the event will be held during the day. He also advised that there are staff at Stock to unblock the toilets if needed. Front brick wall logged to be done.
- 16.09.2025: Inland Rail booked the hall for the next Community Consultation Meeting on Thursday 6 November 9 -2.00pm.

1.7. Report from the Treasurer:

- Opening Balance: 12,480.83
- Income: 0
- Expenses: 422.40 Printing Recipe books
- Closing Balance: 12,480.83

Bills to Pay/Reimbursements: \$180 to L Nixon for Internet Subs - paid.
\$ 422.40 to L Nixon for Recipe Books Printing - paid

Card a/c: 586.27

180.00 Wifi subscription

Bal : 406.27

Alan moved that his report be adopted, seconded Sue Caldwell.

1.8. General Business:

- 1) Community Welcome Pizza Night for newcomers to the village and all villagers, on Saturday 27 Sept. Pizza Van booked instead of a BBQ. Invitations put in post office boxes to new people to the village and also given to Inland Rail/John Holland to invite any workers already in the area.

Action: Committee to pay for new residents pizzas.

- 2) Mulching the back yard: Jim has sprayed the grass and has just mowed so would be a good time to mulch. **Action:** When permission from CGRC given to use the bark mulch at the gravel dump. Steve Lowe on leave.
- 3) Time Capsule Event: Our hall will be the venue for the Saturday evening dinner. Council have installed a tap at the front of the toilet block for our use - watering the garden at PO (Estelle's garden) and when council come to pressure wash the bricks at the front of the hall. (Completed on Wednesday 1 October).
- 4) Timber strip to be installed between painted and cleaned bricks inside the hall.
Action: Consult with local man Kris the Carpenter.

1.9. Date and Time of Next Meeting: 5.00pm 16 October 2025**1.10. Time Meeting Closed:** 6.09pm

Signed:

Chairperson

Secretary



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Minutes

STOCKINBINGAL ELLWOOD HALL SECTION 355 COMMITTEE

AT ELLWOOD'S HALL STOCKINBINGAL

5.00PM THURSDAY 16TH OCTOBER 2025

1. Agenda Items

1.1. Attendance and Confirmation of Quorum

Attendance: Vice Chairperson: Su Moon

Secretary: Lorna Nixon

Treasurer: Alan Pether

Councillor:

General Members: Kim Lee, Robyn Gray

Confirmation of a Quorum: There are 8 Members appointed to this Committee. Quorum numbers are met: **yes**.

1.2. Apologies: Sue Caldwell, Stephen Neave, Carmel Payne, Councillor Les Cooper.

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 **25 September 2025** were confirmed as true and correct.

Moved: Robyn Gray, Seconded: Kim Lee.

1.5. Business Arising from previous Minutes:

- Mulch - permission has been given to use the mulch at the gravel dump. Cardboard has been collected to lay down under the mulch at the rear of the hall.
- Recipe books have been printed and collected - We could sell some next weekend at the time capsule event.
- A tap has been installed between the toilets brick wall and the fence so that council would have access to water when cleaning the front wall of the hall and also for our own purposes.
- Front brick wall of the hall has been cleaned by council employees - they did an excellent job and a thank you letter should be written to them.
- Pizza Night went really well with plenty of locals and newcomers attending. The hall committee paid for the pizzas for newcomers.

- Secretary has attended meetings at the school regarding the Time Capsule event. They are using school photos and other historical information from the Heritage Room. We are to have some of the partitions erected for their use in the hall to display photos etc.
- The timber rail has been installed in the hall between the cleaned and painted bricks. Committee to decide whether to have it stained or varnished over the natural Tasmanian Oak. Varnish has been decided.
- Financial Statements for the Heritage Room have been completed by the Secretary.

1.6. Correspondence in/out:

- 30.09.2025: From Inland Rail advising us of our success in our grant of \$4,000 for the new side door. This has not yet appeared in our bank. We should contact Mark Pitchford who quoted for the job to see when he may be able to do the job and also get another quote, possibly from local man Kris Piaskowski.
- 04.10.2025: To Steve Lowe asking if we could use the mulch at the gravel dump.
- 14.10.2025: From Steve Lowe advising that we can use the mulch.

1.7. Report from the Treasurer:

Previous Balance: \$12,480.83

- Income: \$100 recipe books;
- Expenses: \$422.40 printing recipe books;
- Current Balance: \$12,158.43
- Card Account: Balance \$406.27; + \$140 chairs hire; \$80 hall hire; \$50 donation.
 - Expenses: \$50 pizza night.
 - Current Balance: \$625.47
- Bills to Pay: Timber rail in the hall to Kris Piaskowski: \$325.05;
- O/S income: \$60 Hall Hire Line Dancing;

Alan moved that his report be accepted, seconded: Robyn Gray.

1.8. General Business:

- 1) Mulching the back yard: **Action:** It was decided as anyone has some free time to get a load or two and mulch the back yard. Over the next couple of weeks, Cardboard will be in the old toilets to lay underneath.
- 2) Tidy/clean the Hall for School dinner on Saturday 25 October, and erect partitions.
Action: Committee will clean the hall before and after line dancing next Tuesday 21 October. Secretary to ask Terese what she may require to assist in catering for the dinner.
- 3) Choose finish for the timber rail - stain or varnish the natural Tasmanian Oak?
Action: Varnish was chosen. Kris to be asked if he would like to do it.
- 4) Get a second quote for the new door? Perhaps Kris P?
Action: Secretary to ask Kris if he is interested in quoting the door job. Otherwise contact Mark Pitchford to inform him of our grant success.
- 5) Hose: Alan suggests a retractable hose placed out of plain view on the brick wall of the toilets. Agreed.
Action: Alan to purchase retractable hose from Bunnings.

6) Time of meeting:

Action: It was agreed to move the meeting time back to 5.30pm so Councillor Les Cooper is able to attend. Apologies for previous inconvenience

1.9. Date and Time of Next Meeting: 5.30pm Thursday 13 November 2025 This is a week earlier than usual to organise the markets to be held on 22 November.

1.10. Time Meeting Closed: 6.05pm

Signed:

Chairperson

Carmel Payne

Secretary

Lorna Nixon

8.3 FINANCE

8.3.1 FINANCE UPDATE - OCTOBER 2025

DOCUMENT NUMBER	449405
REPORTING OFFICER	Damian Smith, Acting Manager Finance
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>4. Collaborative and progressive leadership</p> <p>4.1 A clear strategic direction that is delivered upon</p>
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

That the Finance Update report for the month of October 2025, be received and noted.

Report

The October Finance Update has been reviewed, and no issues have been detected.

Operations

Income

The operational income is at 50% 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	\$178,935	\$445,000	40%	😊	
Business Department	\$34,160	\$240,000	14%	😐	Budget includes Library Grants, VIC and other Community Services Grants to be received.
Engineering Cootamundra	\$255,041	\$3,143,489	8%	😐	Still to receive majority of RMCC and Regional Roads Grants Budgeted for the year.
Engineering Gundagai	\$41,840	\$858,488	5%	😐	Still to receive majority of Regional Roads Grants Budgeted for the year.
Executive Department	\$99,591	\$40,000	249%	😊	Workers Comp Insurance received.
Finance Department	\$2,398,625	\$8,286,920	29%	😊	

Department	Income Actual	Income Budget	Variance	Result	Comment
Rates Cootamundra	\$6,930,098	\$7,287,312	95%	😊	Shortfall relates to pensioner rebate still to be received
Rates Gundagai	\$4,789,534	\$4,799,875	100%	😊	
Services Cootamundra	\$2,876,061	\$3,733,588	77%	😊	Includes Waste Charges Received
Services Gundagai	\$1,116,998	\$1,741,700	64%	😊	Includes Waste Charges Received
Sewer Cootamundra	\$748,928	\$3,204,437	23%	😊	
Sewer Gundagai	\$199,722	\$895,677	22%	😊	
Water Cootamundra	\$1,002,808	\$3,777,200	27%	😊	
Water Gundagai	\$515,970	\$1,913,587	27%	😊	
Plant Hire - Gundagai	\$355,190	\$1,300,000	27%	😊	
Plant Hire - Cootamundra	\$687,178	\$2,500,000	27%	😊	
Total	\$22,230,680	\$44,167,272	50%		

Expenditure

Operational Expenditure is at 28% when comparing actual to budget.

Department	Expense Actual	Expense Budget	% Spent	Result	Comment
Building Department	\$459,194	\$1,886,675	24%	😊	
Business Department	\$1,197,679	\$4,201,251	29%	😊	
Engineering Cootamundra	\$2,240,032	\$8,054,208	26%	😊	
Engineering Gundagai	\$997,186	\$4,856,380	23%	😊	
Executive Department	\$770,845	\$2,600,713	30%	😊	
Finance Department	\$4,711,539	\$11,033,752	43%	😊	
Services Cootamundra	\$1,698,481	\$6,232,936	27%	😊	
Services Gundagai	\$865,112	\$2,926,363	30%	😊	
Sewer Cootamundra	\$232,205	\$2,237,237	10%	😊	
Sewer Gundagai	\$162,979	\$1,528,624	11%	😊	
Water Cootamundra	\$662,293	\$3,431,089	19%	😊	
Water Gundagai	\$237,886	\$1,713,593	12%	😊	
Total	\$14,235,432	\$50,702,821	28%		

Capital

Income

Capital income is at 35% of budget when comparing actual to budget.

Asset Category	Total YTD.	Budget	% Received	Result	Comments
Plant & Equipment - Cootamundra	\$111,372	\$325,000	34%	😊	
Plant & Equipment - Gundagai	\$117,415	\$325,000	36%	😊	
Property Disposal – Cootamundra	\$0	\$0	0%	😊	
Property Disposal – Gundagai	\$0	\$0	0%	😊	
TOTAL	\$228,787	\$650,000	35%		

Expenditure

Capital expenditure is at 22% of budget when comparing actual to budget.

Asset Category	Total YTD	Budget	% Spent	Result	Comments
Cootamundra Land	\$7,537	\$245,000	3%	😐	Aerodrome Project Planning
Cootamundra Plant	\$751,152	\$1,300,000	58%	😊	
Cootamundra Roads	\$157,252	\$2,592,604	6%	😐	
Cootamundra Building	\$50,331	\$791,050	6%	😐	
Cootamundra Recreation	\$143,271	\$297,000	48%	😊	
Cootamundra Waste	\$0	\$0	0%	😊	Nothing Budgeted
Cootamundra Bridges	\$0	\$20,000	0%	😐	Bridge investigation TBC
Cootamundra Water	\$158,753	\$867,427	18%	😊	
Cootamundra Sewer	\$1,809,502	\$4,093,000	44%	😊	
Cootamundra Demerger	\$25,264	\$1,500,000	2%	😐	Actual shows current year exp
Cootamundra Property	\$0	\$50,000	0%	😐	Cemetery Masterplan TBC
Gundagai Bridges	\$53,433	\$196,610	27%	😊	
Gundagai Building	\$143,949	\$868,760	17%	😊	
Gundagai Demerger	\$25,264	\$1,500,000	2%	😊	Actual shows current year exp
Gundagai Plant	\$549,730	\$1,300,000	42%	😊	
Gundagai Property	\$16,600	\$120,994	0%	😐	Exp on Cemetery Toilet Block

Gundagai Recreation	\$9	\$836,680	0%	😊	Gundagai Pool – checking operating expenditure for capital.
Gundagai Roads	\$556,784	\$2,314,859	24%	😊	
Gundagai Sewer	\$64,808	\$1,330,000	5%	😊	Sewer Main Rehab, Caravan Park Pump, William St Pump S
Gundagai Waste	\$0	\$720,000	0%	😊	Gundagai waste exp on hold until report completed (Cr Res)
Gundagai Water	\$1,219,903	\$5,028,959	24%	😊	
IT	\$0	\$50,000	0%	😊	No IT purchases to date
Total	\$5,733,541	\$26,022,943	22%		

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

Report purpose does not conflict with guidelines.

Demerger Costs Update

Demerger Costs 2023

Description	Actual (\$)
Other	2,186
Travel	144
Wages and Allowances	3,095
Total	5,425

Demerger Costs 2024

Description	Actual (\$)
Consultancy	89,085
Legal Fees	14,517
Marketing	10,400
Other	2,022
Total	116,024

Demerger Costs 2025

Description	Actual (\$)
Consultancy	15,760
Legal Fees	450
Wages and Allowances	2,373
Total	18,583

Demerger Costs to date 2026

Description	Actual (\$)	Committed (\$)
Legal Fees	2,465	-
Other	540	-
Software Upgrades and Training	46,632	108,808
Wages and Allowances	629	
Total	50,266	108,808
Grand Total	190,297	108,808

Notes

Additional expenses for Contracted Staff have not been included.

At this stage any demerger expenditure prior to 2023FY stills need to located and recorded.

yet to investigate further demerger costs requested by councillors.

8.3.2 RESTRICTED CASH RECONCILIATION - OCTOBER 2025

DOCUMENT NUMBER	449409
REPORTING OFFICER	Damian Smith, Acting Manager Finance
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 Restricted Cash Reconciliation report for the period ending 31 October 2025, be received and noted.

Report

The restricted cash figures have been reconciled to 31 October 2025 as shown in the below table.

Internally Restricted Reserves	Bal 30 Jun 2025	Transfers To	Transfers From	Bal 31 Oct 2025
Aerodrome Bitumen Resurfacing	165,588	-	-	165,588
Bradman's Birthplace	76,337	-	-	76,337
Cootamundra Caravan Park	191,419	-	(3,477)	187,942
Heritage Centre	28,621	-	(2,739)	25,882
Development - Land & Buildings	1,767,204	-	-	1,767,204
Employee Leave Entitlements	1,536,363	-	-	1,536,363
Quarries & Pit Restoration	286,225	-	-	286,225
Bangus Landfill	-	727,581	-	727,581
Plant Replacement	2,749,019	1,261,823	(1,683,250)	2,327,592
Cemetery	37,963	180,825	(100,003)	118,784
Southern Phone	540,143	-	(12,000)	528,143
Waste Management	500,000	-	-	500,000
Total Internal	7,878,881	2,170,230	(1,801,469)	8,247,641

Externally Restricted Reserves	Bal 30 Jun 2025	Transfers To	Transfers From	Bal 31 Oct2025
Domestic Waste	1,970,948	658,080	(548,366)	2,080,663
Water Supply	7,807,419	1,474,732	(1,537,939)	7,744,212
Sewerage Service	5,928,360	942,384	(648,933)	6,221,812
Stormwater Infrastructure Renewal	517,986	32,050	(134,617)	415,418
Developer Contributions - General	1,293,961	44,831	-	1,338,792
Developer Contributions - Sewer	403,000	6,092	-	409,092
General Fund Unspent Grants & Contributions	1,286,229	33,639	(73,014)	1,246,854
RERRF, SCF Rd1, OLG Flood Unspent Grants	3,564,519		(151,526)	3,412,994
Total External	22,772,423	3,191,808	(3,094,394)	22,869,837
TOTALS	30,651,304	5,362,038	(4,895,864)	31,117,478

Restricted Cash Reconciliation

Cash held - 31 October 2025	31,149,221
Less:	
Restricted Cash	(31,117,478)
Unrestricted Cash Balance	31,743
Add:	
Grant Debtors and Contract Asset Outstanding	249,752
Balance	281,496

Financial

There are no financial implications associated with this report.

Bangus Landfill

At the previous meeting Resolution 206/2025 was carried which unrestricted Bangus Landfill Reserve at 30 June 2025 to show an unrestricted and unallocated cash balance of \$511,578 in the 2025 Financial Statements. Please note if councillors wish to un-restrict this reserve permanently this would require another resolution.

OLG 23a Guideline consideration

Report purpose does not conflict with guidelines.

8.3.3 INVESTMENT REPORT - OCTOBER 2025

DOCUMENT NUMBER	449414
REPORTING OFFICER	Damian Smith, Accountant
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>4. Collaborative and progressive leadership</p> <p>4.1 A clear strategic direction that is delivered upon</p>
FINANCIAL IMPLICATIONS	Council's cash and investment portfolio decreased \$2,270,078.47 from \$33,491,299.74 as at 30th September 2025 to \$31,149,221.27 as at 31st October 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 31st October 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 \$2,270,078.47 from \$33,491,299.74 as at 30th September 2025 to \$31,149,221.27 as at 31st October 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	A-	A2	Rabobank	At Maturity	20-05-25	18-11-25	182	4.47	3.64	\$3,000,000.00
TD	A-	A2	Rabobank	At Maturity	04-06-25	03-12-25	182	4.34	3.64	\$3,000,000.00
TD	A-	A2	Rabobank	At Maturity	02-07-25	02-12-25	153	4.32	3.64	\$1,000,000.00
TD	BBB+	A2	AMP	At Maturity	23-07-25	16-12-25	146	4.30	3.64	\$1,000,000.00
TD	A-	A2	BOQ	At Maturity	02-07-25	28-01-26	210	4.25	3.64	\$3,000,000.00
TD	BBB	A3	Heartland	At Maturity	23-07-25	20-01-26	181	4.35	3.64	\$1,000,000.00
TD	A-	A2	Rabobank	At Maturity	06-08-25	03-02-26	181	4.25	3.64	\$3,000,000.00
TD	BBB+	A2	AMP	At Maturity	19-08-25	17-02-26	182	4.25	3.64	\$1,000,000.00
TD	AA-	A1+	NAB	At Maturity	09-09-25	10-02-26	154	4.15	3.64	\$1,000,000.00
TD	BBB	A2	Beyond Bank Australia	At Maturity	10-09-25	10-02-26	153	4.30	3.64	\$4,000,000.00
TD	BBB	A2	JUDO	At Maturity	17-09-25	17-03-26	181	4.30	3.64	\$3,000,000.00
TD	AA-	A1+	NAB	At Maturity	08-10-25	07-04-26	181	4.24	3.64	\$3,000,000.00
CASH	AA-	A1+	CBA	Monthly				3.15	3.60	\$1,022,888.48
CASH	AA-	A1+	CBA	Monthly				3.15	3.60	\$3,101,613.29
CASH	AA-	A1+	NAB	Monthly				3.10	3.60	\$24,719.50
Total										\$31,149,221.27

Performance

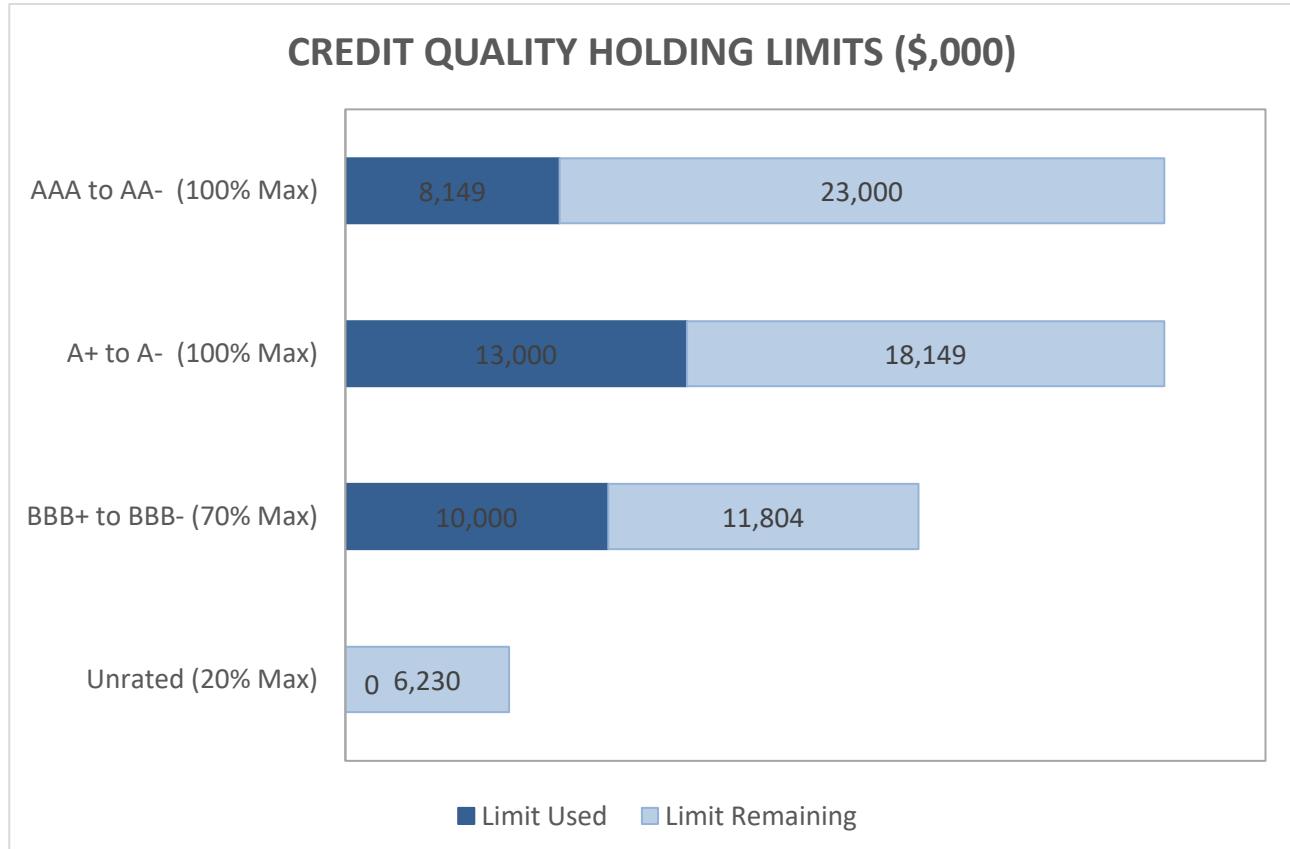
Cootamundra-Gundagai Regional Council's investment portfolio outperformed the relevant BBSW Index benchmark by 13.97%. The average weighted yield for October was 4.15%, over an average weighted term of 76.2 days, with a benchmark of 3.64%.

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 \$31,149,221	Monthly Interest Received \$113,046	Weighted Average Term 76.2 Days
Total Value \$31,149,221	Yearly Interest Received \$456,447	Weighted Average Yield 4.15%

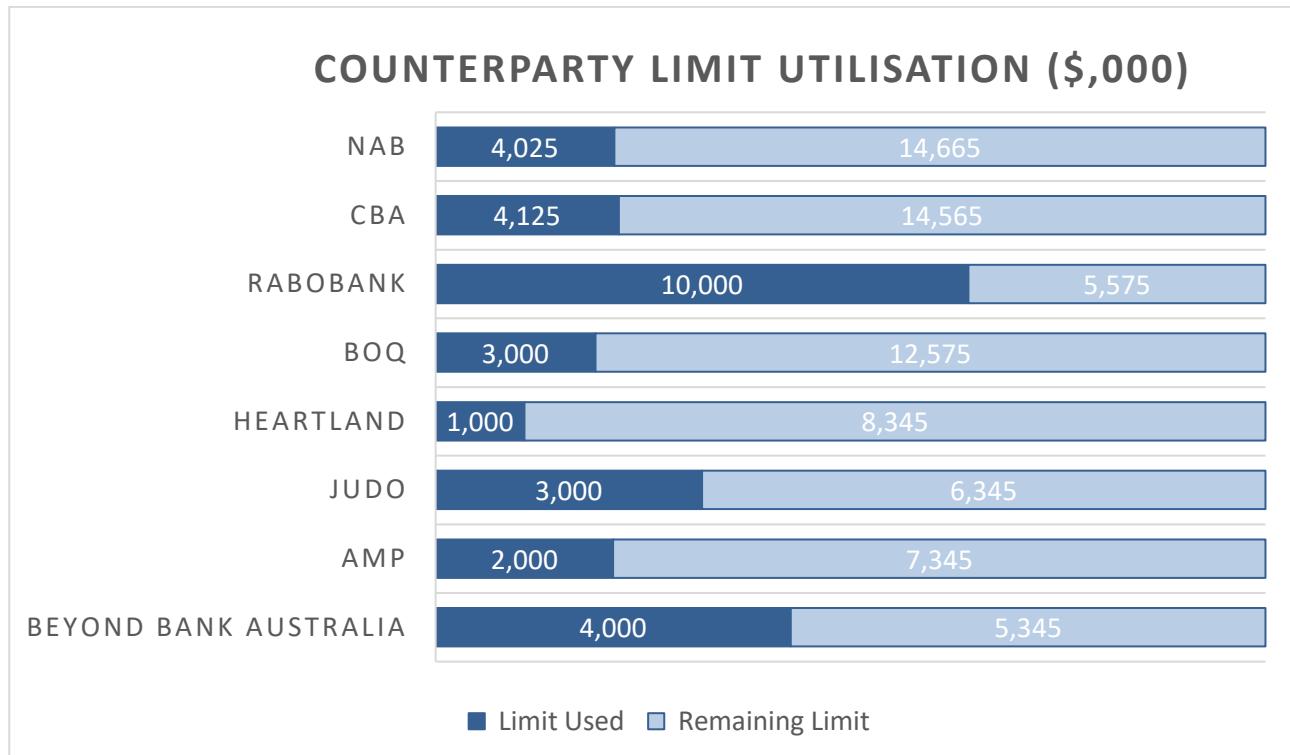
Credit Quality Compliance

Council's investment portfolio was compliant with policy in terms of S&P long term rating credit quality limits, as displayed below.



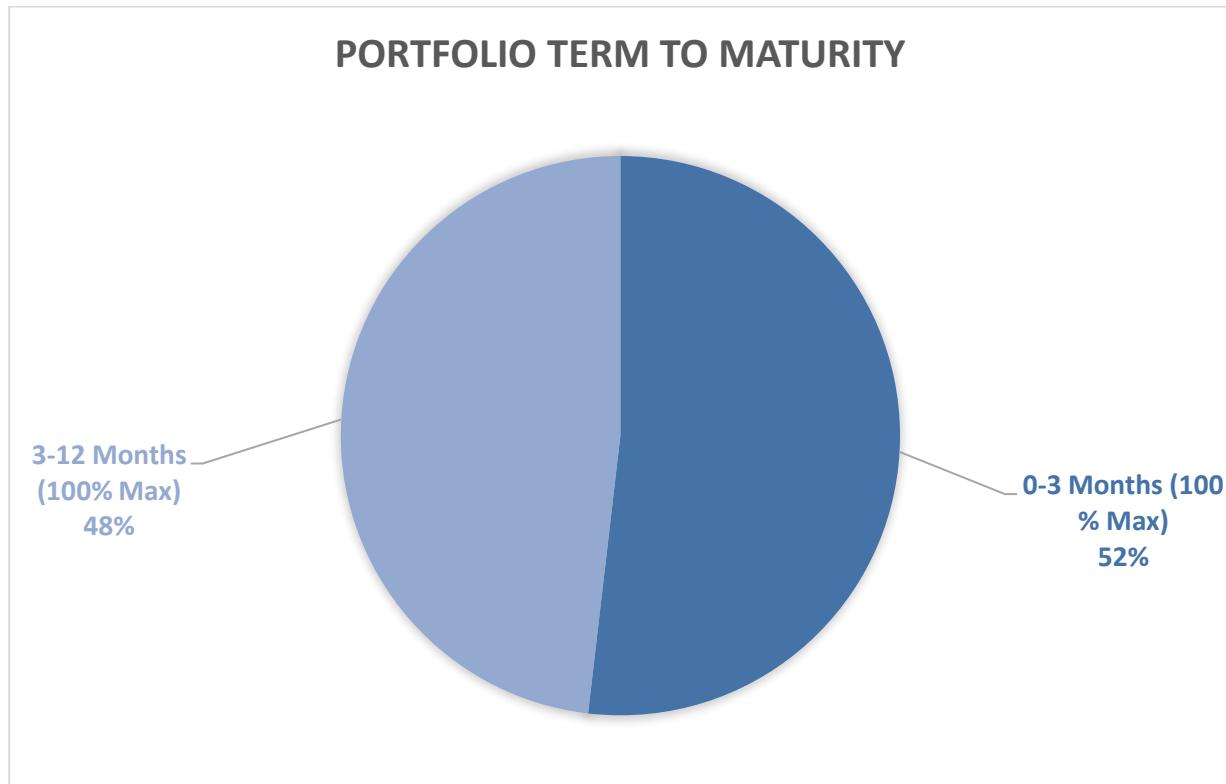
Counter Party Compliance

As at the end of September, 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.

Damian Smith
Responsible Accounting Officer

8.4 SUSTAINABLE DEVELOPMENT

8.4.1 DA 2025/10 - PROPOSED 4 LOT SUBDIVISION - COOTAMUNDRA AERODROME

DOCUMENT NUMBER	449484
REPORTING OFFICER	Lauren Dawes, Acting Manager Sustainable Development
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>2. A region for the future</p> <p>2.2 A thriving region that attracts people to live, work and visit</p>
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	<p>1. Assessment Report Download</p> <p>2. Draft Conditions of Consent Download</p>

RECOMMENDATION

1. **That Council resolve to approve DA 2025/10 for 1 into 4 lot subdivision, subject to the conditions of consent detailed in the attached document and authorise minor amendments to correct any errors prior to issuing the final notice, including adjustment of contribution fees to reflect the current financial year fees and charges and adjustment of formatting to provide consistency with consents issued by Cootamundra-Gundagai Regional Council.**
2. **That Council resolve to amend the wording of proposed Condition C.20 to read as follows:-**
C.20 Easements shall be created over all services to the satisfaction of the relevant authority, and/or wherever Council deems necessary to allow unrestricted access to the service.

Introduction

The proposed development involves the proposed subdivision of Lot 3 DP 1243629, Quinlan Drive, Cootamundra for 1 into 4 lot subdivision. The proposal seeks to create 3 additional lots associated with the Cootamundra aerodrome and a residual allotment.

The development application is a Council related development application; the landowner and applicant both being Cootamundra-Gundagai Regional Council. As such and in accordance with Council's adopted *Managing Conflicts of Interest: Council Related Development Policy*, council engaged the assessment services of a neighbouring council to undertake the assessment. The assessment was undertaken by Wagga Wagga City Council and is provided in **Attachment 1**, draft conditions of consent are provided in **Attachment 2**.

The policy also requires that all Council-related Development Applications are determined by the elected Council, the application is therefore referred to Council for determination.

Discussion

Assessment and outcome of Preliminary Site Investigation

Assessment report for proposed development was completed in June 2025 pending the outcome of a Preliminary Site Investigation Report to ensure compliance with the requirements of *Section 4.6 Contamination and remediation to be considered in determining development application of State Environmental Planning Policy (Resilience and Hazards) 2021*. The PSI Report was provided in 30 October 2025 and details that the analysis returned results below the adopted criteria for Residential A land use chemical contaminants and hazardous building materials and is suitable in its current state. As such, the application is presented to council for determination.

Recommended conditions of consent

It is recommended by the Acting Manager of Sustainable Development that in resolving to determine the development application the following changes be made to the draft conditions of consent as outlined in **Attachment 2**.

Current Condition C.20

Easements shall be created over all services to the satisfaction of the relevant authority, and/or wherever Council deems necessary to allow unrestricted access to the service, and restrictions on use of land created, under section 88B of the Conveyancing Act 1919, including, but not limited to, the following:

- (a) *Unless an upgrade is made to water supply, the maximum size of all buildings on a lot shall not exceed 500m².*

Recommended Change to Condition C.20

Easements shall be created over all services to the satisfaction of the relevant authority, and/or wherever Council deems necessary to allow unrestricted access to the service.

The independent assessing officer has recommended that subclause (a) be included in the condition in response to a public submission to the DA raising concerns that water pressure and flow rates may be insufficient to service required fire safety measures in a commercial building over 500m² under the requirements of the Building Code of Australia (BCA).

Following review, it is recommended by the Acting Manager of Sustainable Development that the limitation on building size be deleted for the following reasons:-

1. There are other potential means to achieve BCA compliance for buildings over 500m² without necessitating upgrades to the mains water supply.
2. Restrictions applied under section 88B by Council cannot be set aside and are difficult to remove or amend. Proposed inclusion of the restriction may complicate future developments, particularly noting that other methods can be applied to achieve BCA compliance that may not necessitate water supply upgrades.
3. The BCA is dynamic, with evolving requirements. Requirements such as the current floor area trigger for hydrants and hose reels may change in future iterations, making the proposed restriction potentially obsolete and/or ineffective.
4. Water pressure and flow is influenced by multiple factors. Imposing a size restriction on buildings could incorrectly imply that buildings under 500m² will not encounter water pressure or flow issues. Further, tests undertaken at different times may also provide different results relating to adequacy of current mains supply.

5. Excluding the 88B restriction does not prevent Council from advising prospective land purchasers to investigate water pressure and flow sufficiency for their intended development during due diligence.

Financial

There are no financial impacts to this development.

OLG 23a Guideline consideration

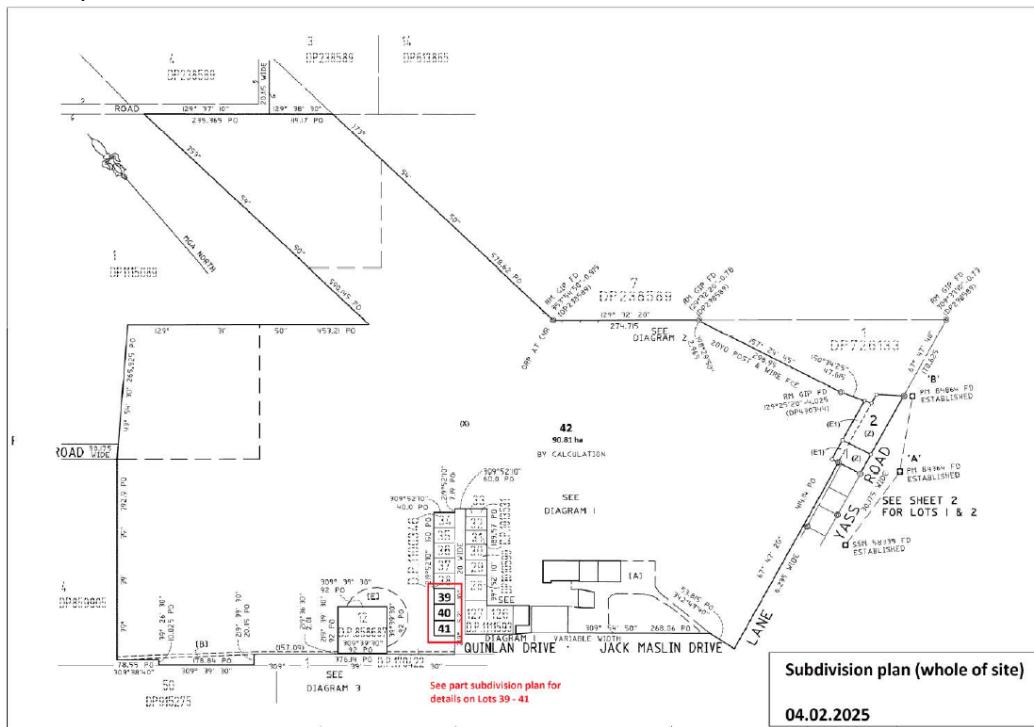
There are no impacts or considerations in regard to the 23a Guidelines.

DESCRIPTION OF DEVELOPMENT

The Development Application is for a four-lot subdivision of land at the Cootamundra Aerodrome. The subdivision will result in the creation of the following four lots:

- Lot 39 – 1200m²
- Lot 40 – 1200m²
- Lot 41 – 1200m²
- Lot 42 (residue) – approximately 90ha

The 1200m² allotments are proposed to be created for the purpose of development ancillary to the operations of the aerodrome.



THE SITE & LOCALITY

The site of the proposed development is Lot 3 DP 1243629, Quinlan Drive, Cootamundra. The overall lot is on the north-eastern side of a row of dwellings that front Yass Road, and the north-western side of the Lake Cargelligo Railway Line (separated by Railway Parade), adjacent to the Cootamundra West Railway Station, at the northern end of Cootamundra.

The Cootamundra Aerodrome is situated on the site, including the aerodrome terminal, runways and taxiways.

The aerodrome site is accessed via an access road (Railway Parade) which comes off Yass Road. The three development lots are located midway through the site, with frontage to the access road, which at that point is referred to as Quinlan Drive. Adjacent to the proposed lots, along Quinlan Drive, are further, similar sized lot, which have been created under previous Development Applications for purposes similar to that proposed under this Development Application. In essence, this Development Application represents the continuation of this development. Sewer, water and electricity servicing these lots all pass the site in Quinlan Drive.

Beyond the site from the north-west to the north-east is rural land. To the south-west and south, beyond the railway line are residential properties. To the south-east, as noted, is a row of houses fronting Yass Road.

MATTERS FOR CONSIDERATION PURSUANT TO SECTION 4.15(1)

For the purpose of determining this development application, the following matters that are of relevance to the development have been taken into consideration pursuant to the provisions of Section 4.15(1) of the Environmental Planning and Assessment Act, 1979.

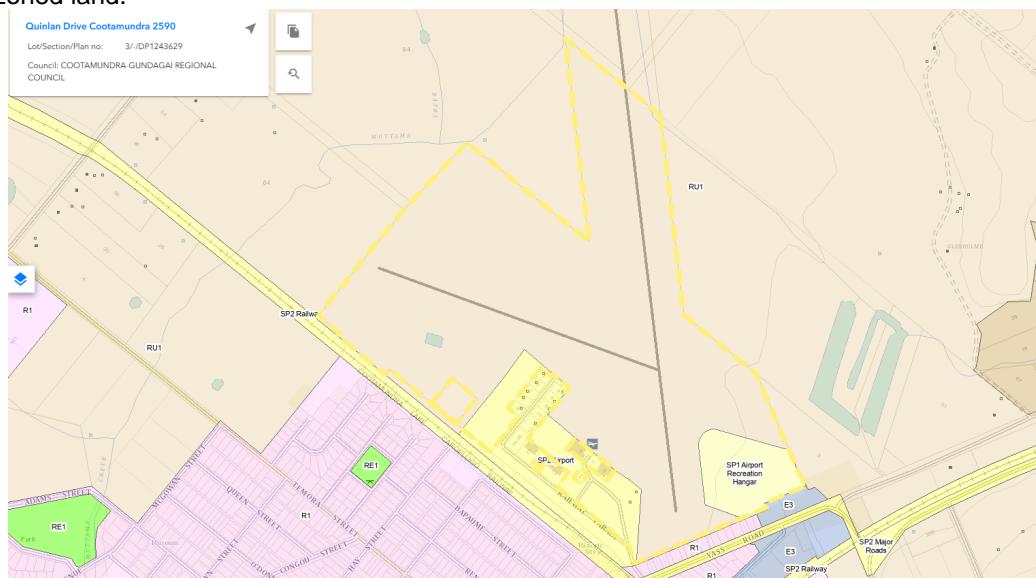
(a)(i) - The provisions of any environmental planning instrument (EPI)

Local Environmental Plan

Cootamundra Local Environmental Plan 2013

Land Use Tables

Under the provisions of the Cootamundra Local Environmental Plan 2013 (CLEP 2013) the site is zoned SP1 Special Activities (Airport Recreation Hanger), SP2 Infrastructure (Airport), and RU1 Primary Production. The smaller, 1200m² lots, are proposed on the SP2 zoned land. The residual allotment will include the remainder of the SP2 land, as well as all RU1 and SP1 zoned land.



In the SP2 zone, development for a range of uses including “the purpose shown on the ‘Land Zoning Map’, including any development that is ordinarily incidental or ancillary to development for that purpose” is permitted with consent. The purpose shown on the map is “airport”. The Statement of Environmental Effects states that the purpose of the subdivision is to “allow the construction of buildings to facilitate development that is ancillary to the operations of the aerodrome”. Therefore, Council can be satisfied the subdivision is for a purpose that can be permitted with consent in the zone.

The objectives of the SP2 zone are as follows:

- *To provide for infrastructure and related uses.*
- *To prevent development that is not compatible with or that may detract from the provision of infrastructure.*

The development is consistent with the objectives, as the subdivision will facilitate the use of the land for ancillary airport purposes. The subdivision itself will not be incompatible with the airport. In assessing future Development Applications for the use of these lots, Council will need to be satisfied the specific uses are not incompatible with the airport.

As noted, the residue lot also includes land in the SP1 and RU1 zones. The objectives of the SP1 zone are:

- *To provide for special land uses that are not provided for in other zones.*
- *To provide for sites with special natural characteristics that are not provided for in other zones.*
- *To facilitate development that is in keeping with the special characteristics of the site or its existing or intended special use, and that minimises any adverse impacts on surrounding land.*

All SP1 zoned land will be contained within the residue lot. No change to the use of this land is proposed. Therefore, the development is considered to be not inconsistent with these objectives.

The objectives of the RU1 zone are:

- *To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.*
- *To encourage diversity in primary industry enterprises and systems appropriate for the area.*
- *To minimise the fragmentation and alienation of resource lands.*
- *To minimise conflict between land uses within this zone and land uses within adjoining zones.*
- *To protect and conserve deposits of extractive materials and allow their extraction by limited development where appropriate.*
- *To protect and conserve native and other vegetation in order to preserve scenic amenity and to minimise land degradation.*

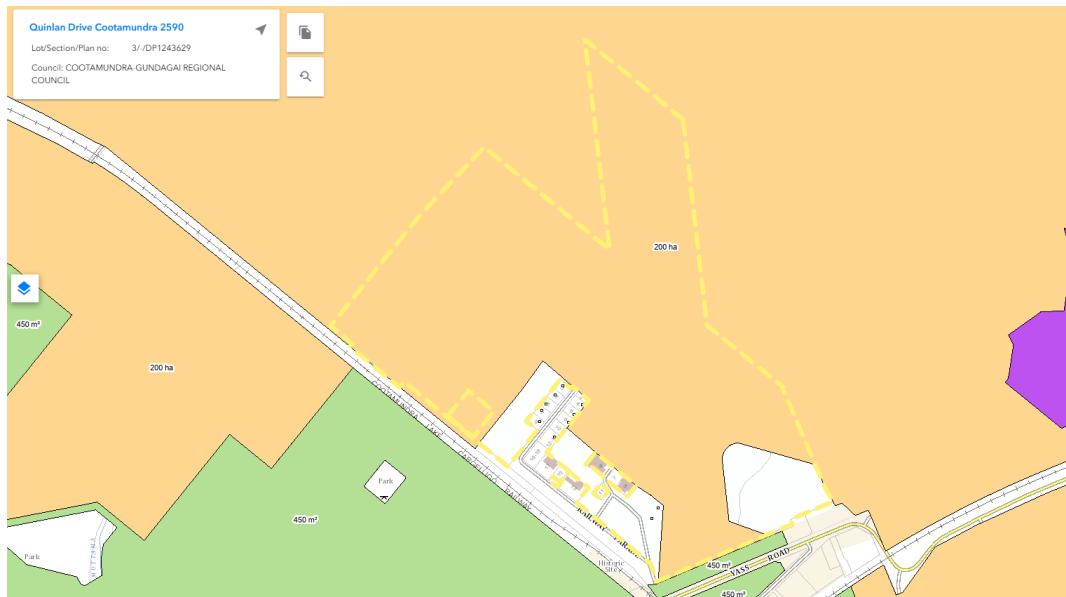
Again, no change to the use of this land is proposed. Therefore, the development is considered to be not inconsistent with these objectives.

2.6 Subdivision—consent requirements

Under clause 2.6 of the CLEP 2013 subdivisions require consent. This application seeks such consent.

4.1 Minimum subdivision lot size

Under Clause 4.1(3) of the CLEP 2013 “the size of any lot resulting from a subdivision of land to which this clause applies is not to be less than the minimum size shown on the Lot Size Map in relation to that land”. The part of the site on which the 1200m² lots are proposed has no minimum lot size. The RU1 portion of the site has a minimum lot size of 200ha. All land subject to the minimum lot size restriction (which is already less than 200ha) will remain within the residual allotment, unchanged.



5.10 Heritage conservation

A heritage item is located on the site, on the proposed residual allotment, being item I60 ‘Incinerator, former RAAF base’. Clause 5.10 requires consent for subdivisions of land on which a heritage item is situated. This is a subdivision that requires consent in any case.

Clause 5.10(5) states “the consent authority must, before granting consent under this clause in respect of a heritage item or heritage conservation area, consider the effect of the proposed development on the heritage significance of the item or area concerned”.

Given that the heritage item is a considerable distance from the proposed 1200m² lots, and the use of the land is not changing, it is considered that the proposed development will have minimal impact on the heritage significance of the item.

5.21 Flood planning

Clause 5.21 states:

- (2) *Development consent must not be granted to development on land the consent authority considers to be within the flood planning area unless the consent authority is satisfied the development—*
 - (a) *is compatible with the flood function and behaviour on the land, and*
 - (b) *will not adversely affect flood behaviour in a way that results in detrimental increases in the potential flood affectation of other development or properties, and*
 - (c) *will not adversely affect the safe occupation and efficient evacuation of people or exceed the capacity of existing evacuation routes for the surrounding area in the event of a flood, and*

(d) *incorporates appropriate measures to manage risk to life in the event of a flood, and*
(e) *will not adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses.*

(3) *In deciding whether to grant development consent on land to which this clause applies, the consent authority must consider the following matters—*
(a) *the impact of the development on projected changes to flood behaviour as a result of climate change,*
(b) *the intended design and scale of buildings resulting from the development,*
(c) *whether the development incorporates measures to minimise the risk to life and ensure the safe evacuation of people in the event of a flood,*
(d) *the potential to modify, relocate or remove buildings resulting from development if the surrounding area is impacted by flooding or coastal erosion.*

The site is subject to flooding in a 1% Annual Exceedance Probability (AEP) flood event and is within the Flood Planning Area of the CLEP 2013. Therefore Clause 5.21 applies.

During the 1% AEP event, the site is impacted by flood depths between 0.2m and 0.5m. In the 1% event the hydraulic category is identified as “flood fringe”, and the flood hazard H1. Access to and from the site is predominantly H1 but parts are H2.

The hazard categories are derived from depth and velocity and are described as follows:

- *H1 - Generally safe for people, vehicles and buildings (corresponding to very shallow and slow flow)*
- *H2 - Unsafe for small vehicles*
- *H3 - Unsafe for vehicles, children and the elderly*
- *H4 - Unsafe for people and vehicles*
- *H5 - Unsafe for vehicles and people. All buildings vulnerable to structural damage. Some less robust building types vulnerable to failure.*
- *H6 - Unsafe for vehicles and people. All building types considered vulnerable to failure (corresponding to very deep and fast flow)*

The nature of the proposed development, being for a non-residential, airport uses development, in a precinct already developed for these purposes, is considered compatible with the flood hazard on the land. Due to the low hazard on the land during overland flooding, flooding is considered unlikely to present any significant risk to life. This risk may decrease further in future with the Cootamundra Flood Warning System review. Future development on the site is unlikely to be occupied during major flood events.

While buildings are not proposed as part of this application it is important to consider their potential impacts given it is the intent of the subdivision to allow structures to be built on the site. The structures themselves will have minimal impact on flood storage, being in the flood fringe, and because water will equalise within them, while impacts on flood behaviour or flows are considered acceptable given the context of the area and nature of the flooding. The development is considered unlikely to adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses, being located on a site developed for airport development, clear of the creek. Given the nature of the future uses, it is also considered unlikely that the development will result in unsustainable social and economic costs to the community as a result of flooding.

The development is unlikely to significantly impact on the surrounding road network in the event of an evacuation. Climate change was considered in the preparation of the Cootamundra

Floodplain Risk Management Study and Plan.

All matters under Clause 5.21 have been considered in full including those listed under 5.21(3). The consent authority can be satisfied of the matters under 5.21(2).

6.1 Earthworks

The development will involve minor earthworks only to facilitate servicing and access. Clause 6.1 states:

(3) *Before granting development consent for earthworks (or for development involving ancillary earthworks), the consent authority must consider the following matters—*

- (a) *the likely disruption of, or any detrimental effect on, drainage patterns and soil stability in the locality of the development,*
- (b) *the effect of the development on the likely future use or redevelopment of the land,*
- (c) *the quality of the fill or the soil to be excavated, or both,*
- (d) *the effect of the development on the existing and likely amenity of adjoining properties,*
- (e) *the source of any fill material and the destination of any excavated material,*
- (f) *the likelihood of disturbing relics,*
- (g) *the proximity to, and potential for adverse impacts on, any waterway, drinking water catchment or environmentally sensitive area,*
- (h) *any appropriate measures proposed to avoid, minimise or mitigate the impacts of the development.*

Given the minor nature of the earthworks, the consent authority can be satisfied the development will not have an adverse impact on the matters listed above. It is not anticipated the fill will need to be imported to the site, or excavated material removed.

6.4 Groundwater vulnerability

The site is identified as “groundwater vulnerable” on the Groundwater Vulnerability Map of the CLEP 2013. Therefore the following applies:

(3) *Before determining a development application for development on land to which this clause applies, the consent authority must consider the following—*

- (a) *the likelihood of groundwater contamination from the development (including from any on-site storage or disposal of solid or liquid waste and chemicals),*
- (b) *any adverse impacts the development may have on groundwater dependent ecosystems,*
- (c) *the cumulative impact the development may have on groundwater (including impacts on nearby groundwater extraction for a potable water supply or stock water supply),*
- (d) *any appropriate measures proposed to avoid, minimise or mitigate the impacts of the development.*

(4) *Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that—*

- (a) *the development is designed, sited and will be managed to avoid any significant adverse environmental impact, or*
- (b) *if that impact cannot be reasonably avoided—the development is designed, sited and will be managed to minimise that impact, or*
- (c) *if that impact cannot be minimised—the development will be managed to mitigate that impact.*

In relation to these matters, the subdivision itself, which involves minimal works, is unlikely to negatively impact on the matters listed under 6.4(3), and the consent authority can be satisfied

of the matters under 6.4(4). Future development of the site will, however, need to be considered against this clause and assessed on an individual basis.

6.6 *Salinity*

A very small part of the residual allotment is identified as “dryland salinity” on the Natural Resources Land Map of the CLEP 2013. This triggers clause 6.6 which states:

- (3) *Before determining a development application for development on land to which this clause applies, the consent authority must consider the following—*
 - (a) *whether the development is likely to have any adverse impact on salinity processes on the land,*
 - (b) *whether salinity is likely to have an impact on the development,*
 - (c) *any appropriate measures proposed to avoid, minimise or mitigate the impacts of the development.*
- (4) *Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that—*
 - (a) *the development is designed, sited and will be managed to avoid any significant adverse environmental impact, or*
 - (b) *if that impact cannot be reasonably avoided—the development is designed, sited and will be managed to minimise that impact, or*
 - (c) *if that impact cannot be minimised—the development will be managed to mitigate that impact.*

Given the development is for a subdivision and that the area of salinity is on the residue lot, the consent authority can be satisfied the development will not have an adverse impact on salinity processes, that salinity will not impact on the development, and no special measures are needed to manage the impacts (cl6.6(3)). For the same reasons, the consent authority can be satisfied of the matters set out under 6.6(4).

6.8 *Airspace operations*

This clause requires the consent authority to be satisfied that development will not penetrate the Obstacle Limitation Surface for the Cootamundra Airport. Given that the development is for a subdivision, with no structures, the consent authority can be satisfied the development will not penetrate the OLS. Future development will need to be assessed against this clause.

There are no other provisions of the CLEP 2013 relevant to this application.

State Environmental Planning Policies

State Environmental Planning Policy (Resilience and Hazards) 2021

Chapter 4 of SEPP (Resilience and Hazards) 2021 contains the provisions of the former SEPP 55 – Remediation of Land. Clause 4.6 of SEPP (Resilience and Hazards) 2021 requires that:

- (1) *A consent authority must not consent to the carrying out of any development on land unless:*
 - (a) *it has considered whether the land is contaminated, and*
 - (b) *if the land is contaminated, it is satisfied that the land is suitable in its contaminated state (or will be suitable, after remediation) for the purpose for which the development is proposed to be carried out, and*
 - (c) *if the land requires remediation to be made suitable for the purpose for which the development is proposed to be carried out, it is satisfied that the land will be remediated before the land is used for that purpose.*
- (2) *Before determining an application for consent to carry out development that would involve a change of use on any of the land specified in subclause (4), the consent authority must*

consider a report specifying the findings of a preliminary investigation of the land concerned carried out in accordance with the contaminated land planning guidelines.

(3) The applicant for development consent must carry out the investigation required by subclause (2) and must provide a report on it to the consent authority. The consent authority may require the applicant to carry out, and provide a report on, a detailed investigation (as referred to in the contaminated land planning guidelines) if it considers that the findings of the preliminary investigation warrant such an investigation.

(4) The land concerned is:

- (a) land that is within an investigation area,*
- (b) land on which development for a purpose referred to in Table 1 to the contaminated land planning guidelines is being, or is known to have been, carried out,*
- (c) to the extent to which it is proposed to carry out development on it for residential, educational, recreational or child care purposes, or for the purposes of a hospital-land:*
 - (i) in relation to which there is no knowledge (or incomplete knowledge) as to whether development for a purpose referred to in Table 1 to the contaminated land planning guidelines has been carried out, and*
 - (ii) on which it would have been lawful to carry out such development during any period in respect of which there is no knowledge (or incomplete knowledge).*

With respect to this, Airports are identified as a potentially contaminating land use in the Land Contamination Guidelines, and the site is identified on Council's potentially contaminated land register due to its current and former uses, namely "airport, RAAF Base, mechanical repairs".

Council Contaminated Land Policy section 6.5.1 states that:

- 2. Council will undertake an initial evaluation to identify and consider the possibility of all forms of potential contamination based on an assessment of the historical or current use of that or adjacent land, particularly if the historical or current use is a use or activity listed in Appendix 2, and the proposed use is a sensitive receptor.*
- 3. If the initial evaluation identifies a potential for land contamination then, in alignment with section 4.6(4) of the Resilience and Hazards SEPP, Council will initiate an assessment of site contamination (as prescribed in section 6.5.4 of this policy) to ascertain the nature and extent of contamination.*

Section 6.5.4 of the policy states:

- 1. Council will require:*
 - a. investigations on the nature and extent of land contamination to be undertaken by appropriately qualified contaminated land consultants*
 - b. reports on these investigations to be prepared, or reviewed and approved by, an appropriately qualified and certified consultant in accordance with relevant guidelines made by the NSW EPA.*

It is further noted that Council's policy says:

- 3. Council will also require a preliminary site investigation when*
 - a. Council reasonably suspects the land is contaminated because of its historical use (or zone), its condition or other information known to Council*

No assessment of potential land contamination, by an appropriately qualified contaminated land consultant, has been provided.

Given the nature of airports, the potential for contamination, as well as the listing of the airport on Council's Potentially Contaminated Land Register, it is considered necessary to investigate and understand contamination of the development site, particularly where the lots will be sold to and developed by third parties in future. While minor, the earthworks do have the potential to disturb contaminants, while the subdivision will introduce new, ancillary airport uses, the specific nature of which are unknown. It is considered appropriate that the nature of potential contamination should be understood before creating new lots and intensifying the use of the land.

State Environmental Planning Policy (Transport and Infrastructure) 2021

2.98 Development adjacent to rail corridors

The site is adjacent to a rail corridor.

(1) *This section applies to development on land that is in or adjacent to a rail corridor, if the development—*

- (a) *is likely to have an adverse effect on rail safety, or*
- (b) *involves the placing of a metal finish on a structure and the rail corridor concerned is used by electric trains, or*
- (c) *involves the use of a crane in air space above any rail corridor, or*
- (d) *is located within 5 metres of an exposed overhead electricity power line that is used for the purpose of railways or rail infrastructure facilities.*

This clause requires the consent authority to consider whether the development “is likely to have adverse effect on rail safety” (it does not trigger (b) to (d) of this section) before determining whether the clause applies. Given the nature of the development, being a subdivision only, it is considered that the development is not likely to have an adverse effect on rail safety.

(a)(ii) - The provisions of any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Secretary has notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has not been approved)

There are no draft environmental planning instruments relevant to the proposed development.

(a)(iii) - Any development control plan

Cootamundra Shire Council Development Control Plan 2013

The following sections of the Cootamundra Shire Council Development Control Plan 2013 (CSCDCP 2013) are considered relevant to this Development Application.

Chapter 1 – General Information

1.7 Notification of Development Applications

Section 1.7 of the CSCDCP 2013 set out the processes for notification of Development Applications. This, however, is superseded by the Cootamundra-Gundagai Community Participation Plan 2019 (CPP). The CPP, however, does not address “council-related development applications” (as defined under the Act). Under the Environmental Planning and Assessment Act a ‘council-related development application’ must undergo a minimum 28-day public exhibition period.

Consistent with this requirement, the application was placed on public exhibition from 13/2/25 to 12/3/25. Two public submissions were received. These are discussed in part (d) of this assessment report.

Chapter 4 – Subdivision4.1 Rural Subdivision

As noted, the residual allotment contains RU1 zoned land. Therefore this section applies:

General Requirements

1. *All subdivision requires development consent from Council in accordance with the requirements of Clause 2.6 of the LEP unless it is exempt or complying development (see notes below).*

Consent has been sought.

2. *The minimum site area requirements for different areas of the Shire are indicated on the Lot Size Maps of the LEP.*

Minimum lot size is discussed in part(a)(i) of this assessment report.

3. *The Lot Size Maps of the LEP do not apply to all areas; for example, the business and industrial areas of Cootamundra. However, requirements for these types of subdivision are specified in Chapter 3 of the DCP.*

N/A

4. *Additional subdivision requirements for the RU1 Primary Production; and RU4 Primary Production Small Lots for the purpose of primary production are provided in Clause 4.2 of the LEP.*

Noted.

5. *Battle axe allotments will not be permitted in the RU4 Primary Production Small Lots land use zone.*

N/A

6. *A “battle axe allotment” means an allotment at the rear of a subdivision where vehicular access is provided by an access corridor, access way, right-of-carriageway or the like.*

N/A

7. *Rights of carriageway will not be permitted as acceptable access to new allotments in any zone unless the applicant can demonstrate exceptional circumstances.*

Public road access is provided.

Subdivision Layout

Performance Criteria - All new lots have legal and practical access to a dedicated public road; The land in the RU1 zone, lies entirely within the residual lot, and access arrangements are unchanged. Further access for this lot is not considered necessary.

Servicing

Performance Criteria - All new lots with a dwelling entitlement are provided with appropriate services.

The land in the RU1 zone, lies entirely within the residual lot, and servicing arrangements are unchanged. Additional servicing of this lot is not considered necessary.

Performance Criteria - The subdivision of land with dwelling entitlements provides constraint – free building envelopes

N/A

Performance Criteria - The development provides a means of funding local infrastructure and services required as a result of the subdivision

No additional infrastructure is needed to service the residual allotment.

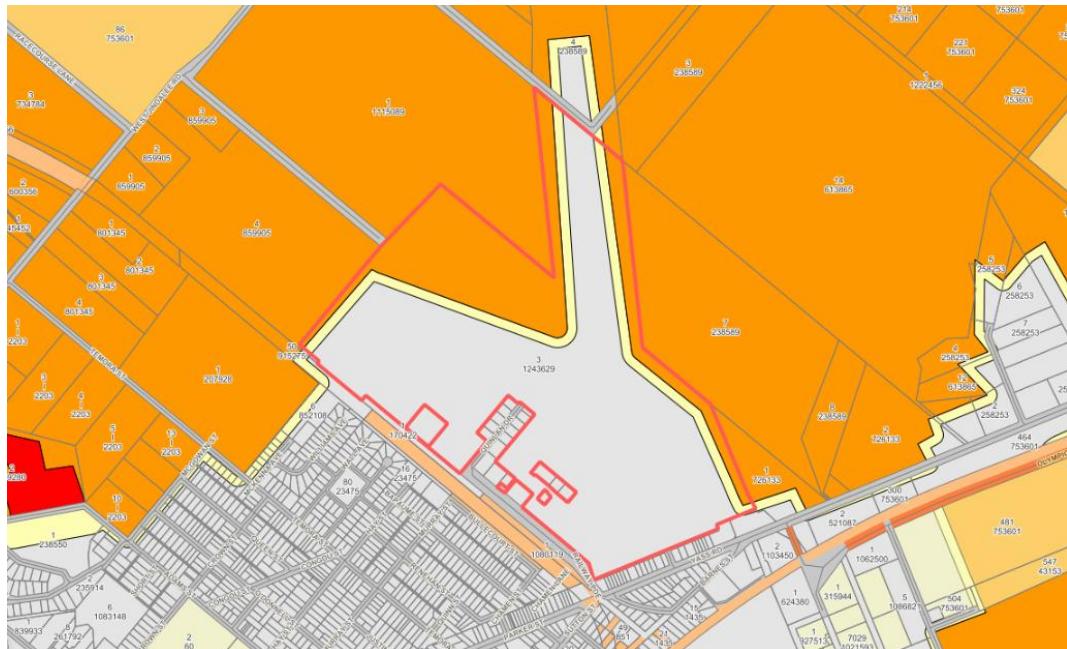
Performance Criteria - The subdivision provides safe and appropriate vehicle access for residents

The land in the RU1 zone, lies entirely within the residual lot, and access arrangements are unchanged. Further access for this lot is not considered necessary.

Chapter 6 – Environmental Management

6.1 Bushfire Prone Land

Part of the residual lot is on land identified as being bushfire prone:



The performance criteria and acceptable solutions for this section, and discussion are as follows:

Performance criteria

- *Subdivision and building design incorporate appropriate measures to protect life and property in the event of a bushfire*

Acceptable Solution

- An assessment of the potential impact of bushfire on property mapped as bushfire prone and of bushfire protection measures is prepared and submitted with the development application

The Development Application did not include an assessment, however, it is considered the assessment against Planning for Bushfire Protection 2019 below satisfies this.

Performance Criteria

- *The impact of fire protection measures on flora and fauna, amenity and natural features is minimised*
- *Topography and site features are utilised to respond to bushfire and to aid protection of property*
- *Building materials are selected to maximise resistance to fire*
- *New development is provided with a safe and secure water supply for fire-fighting and protection*

- *The site layout, building envelopes and landscaping creates an asset protection zone and allows for ease of access to and from other buildings*
- *The road layout, design and construction considers the needs of emergency vehicles and possible evacuation*

Acceptable solution

- *All new development on land mapped as bushfire prone is to comply with the guideline Planning for Bushfire Protection 2006 (or equivalent)*

An assessment against PBP 2019 follows:

Planning for Bush Fire Protection 2019 applies to all development applications on land classified as bushfire prone. In this instance the development would be classed as 'other development'. Section 8 of the PBP2019 is therefore relevant:

8.1 Introduction

...In order to comply with PBP the following conditions must be met:

- *satisfy the aim and objectives of PBP outlined in Chapter 1;*
- *consider any issues listed for the specific purpose for the development set out in this chapter; and*
- *propose an appropriate combination of BPMs...*

The aim and objectives are as follows:

The aim of PBP is to provide for the protection of human life and minimise impacts on property from the threat of bush fire, while having due regard to development potential, site characteristics and protection of the environment. More specifically, the objectives are to:

- *afford buildings and their occupants protection from exposure to a bush fire;*
- *provide for a defendable space to be located around buildings;*
- *provide appropriate separation between a hazard and buildings which, in combination with other measures, prevent the likely fire spread to buildings;*
- *ensure that appropriate operational access and egress for emergency service personnel and occupants is available;*
- *provide for ongoing management and maintenance of BPMs; and*
- *ensure that utility services are adequate to meet the needs of firefighters.*

The bushfire prone land includes parts of the residual allotment. The development allotments are located a considerable distance away from the mapped bushfire prone land (over 300m). A site inspection and assessment of aerial imagery demonstrates that the land between the hazard and the development sites is managed land, being the managed land in and around the runways of the Cootamundra Aerodrome.

Therefore, the development site is surrounded by managed land for a distance of more than 140 metres providing adequate defendable space. Access roads provide clear access and egress to the site as required for emergency service personnel and occupants. The site is serviced by mains water supply.

In relation to the residual allotment, the land use is unchanged, and the existing buildings have substantial defendable space, good access and services. The only infrastructure in proximity to the bushfire hazard are the runways.

The objectives of PBP are considered to have been met and satisfied.

As there are no buildings proposed there are no further provisions of PBP 2019 relevant to the Development Application.

6.1 Flood Prone Land

The site is identified as being within the flood planning area.

The performance criteria and acceptable solutions for this section, and discussion are as follows:

Performance criteria

- *That flood risk to life and property associated with the use of land is minimised*

Acceptable solution

- *An assessment of the impact of a 1:100 ARI flood event and of flood protection measures is to be carried out and submitted with all applications to develop land that is mapped as a flood planning area in the Cootamundra LEP 2013*

Flood risk is discussed in part(a)(i) of this assessment report and is considered acceptable.

Performance criteria

- *New development on flood prone land is compatible with the flood hazard of the land*
- *New development does not affect flood behaviour that causes an increase in the potential flood affectation of other development or properties, or the natural environment*
- *New development incorporates measures that manage risk to life from flood and does not result in unsustainable social and economic costs to the community as a consequence of flooding*

Acceptable solutions

- *Building envelopes that are located above the flood planning level are shown on subdivision plans*
- *A Certificate is provided by a registered Surveyor certifying that all habitable floor areas are constructed 500mm above the known 1: 100 ARI flood height AHD and certifying the actual finished level of the total site*

Flood hazard, impacts on behaviour, and measures to manage risk to life is discussed in part(a)(i) of this assessment report and is considered acceptable. No buildings are proposed at this time. Floor levels, if appropriate, will form part of the assessment of any future structures.

6.3 Potentially Contaminated Land

The site is listed on Council's Potentially Contaminated Land Register due to its former and current uses, namely "airport, RAAF Base, mechanical repairs".

Performance criteria

- *The extent of contamination and any necessary works to remediate the land are identified*

Acceptable solution

- *If the land is potentially contaminated due to a former use or is within an investigation area then a preliminary assessment must be carried out in accordance with the contaminated land planning guidelines that takes into account the extent to which it is proposed to carry out development on that land for residential, educational, recreational or child care purposes*
- *That the Council's adopted Policy "Council Actions in relation to Land Identified as Potentially Contaminated" included in Appendix 1 is satisfied.*

As discussed in part(a)(i) the site is considered to be potentially contaminated. The first acceptable solution is not applicable as the development is not for a listed development. The second acceptable solution references the former policy. The current policy is discussed in part(a)(i) of this assessment report.

Performance criteria

- *Contaminated land is remediated as appropriate for former land uses and as required for the proposed land use*

There is no acceptable solution presented for this performance criteria. Compliance with the performance criteria cannot be ascertained as it is unknown if the site is contaminated.

Chapter 7 – Heritage

As discussed in part(a)(i) of this assessment report, there is a heritage item located on the residual allotment. Given the nature of the development, and the considerable distance to the development lots, it is considered that the proposed development is not inconsistent with the provisions of this chapter, where they are relevant.

There are no other provisions of the CSCDCP 2013 relevant to this Development Application.

(a)(iiia) - any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4, and

No planning agreement has been entered into under section 7.4.

(a)(iv) - the regulations (to the extent that they prescribe matters for the purposes of this paragraph)

Clause 30B of the *Environmental Planning and Assessment Regulation 2021* states that:

A council-related development application must be accompanied by—

- (a) *a statement specifying how the council will manage conflicts of interest that may arise in connection with the application because the council is the consent authority (a management strategy), or*
- (b) *a statement that the council has no management strategy for the application.*

A ‘council-related development application’ is defined as:

‘Council-related development application’ means a development application, for which a council is the consent authority, that is—

- (a) *made by or on behalf of the council, or*
- (b) *for development on land, other than a public road within the meaning of the Local Government Act 1993—*
 - (i) *of which the council is an owner, a lessee or a licensee, or*
 - (ii) *otherwise vested in or under the control of the council.*

The application was accompanied by a statement specifying how Council will manage conflicts of interest. Specifically, the management statement says:

Council will manage the potential conflict of interest by:

- *Having the application assessed by an external, independent planning professional*
- *Using an external, independent certifier to certify all necessary stages of the development*

The Development Application has been assessed by staff at Wagga Wagga City Council.

Clause 66A(1) of the *Environmental Planning and Assessment Regulation 2021* states that:

A council-related development application must not be determined by the consent authority unless—

- (a) the council has adopted a conflict of interest policy, and*
- (b) the council considers the policy in determining the application.*

Council has adopted the policy 'Managing Conflicts of Interest: Council-related Development Policy'. The policy provides the following options for the assessment of a Council-related Development Application:

- Engaging a 'peer-review' of an assessment undertaken by Council's own staff, either by an adjoining Council or by an external, independent person/contractor/consultant with relevant expertise and experience;
- Using an external, independent planning person/contractor/consultant to carry out the assessment;
- Engaging the assessment services of a neighbouring or other council.

As noted above, the Development Application has been assessed by staff at Wagga Wagga City Council. The policy also requires that all Council-related Development Applications are determined by the elected Council.

The policy has been considered in the assessment of this Development Application and it is considered to be consistent with it.

(b) - the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality, Context and setting

The proposed development represents the continuation, and further stage of, a similar development that created lots for ancillary uses to the airport. As such, it is considered the proposed development is entirely consistent with the character, context and setting of the locality.

Access, transport and traffic

Access to the site is via Railway Parade and Quinlan Drive. The access is considered acceptable and with adequate capacity to accommodate the additional vehicle movements associated with the three additional lots.

Services

Services (sewer, water, electricity) as well as an open stormwater drain are adjacent to the site. Sewer plans include provision for a sewer pump station. It is recommended that conditions of consent be imposed requiring the provision of services to each lot.

Heritage

As noted, there is an item of environmental heritage on the site. As discussed in part(a)(i) of this assessment report, impacts on the item are considered unlikely.

Natural Hazards

The site is identified as bushfire prone and flood prone. These matters are discussed in part(a)(i) and (iii) of this assessment report and impacts are considered acceptable.

Man-Made Hazards

Potential contamination has not been adequately assessed in the documentation submitted with the Development Application, as detailed in part(a) of this assessment report. As such, contamination impacts are not fully understood.

Economic Impact in the Locality

The proposed development provides land for business growth and development, which is considered to have a positive economic impact in the locality.

Pollution and off-site environmental effects

The development is unlikely to result in pollution or other off-site environmental impacts.

It is recommended that conditions of consent to ensure the management of sediment and erosion during works be imposed.

Flora and fauna

The site is cleared, and heavily modified, being within the Cootamundra Aerodrome site. No vegetation is proposed to be removed as part of this Development Application. Impacts on flora and fauna are considered unlikely.

Noise and Vibration

The subdivision itself will not result in any noise or vibration impacts. Individual uses in future will need to be considered on their merits.

Energy Impacts

The development is unlikely to result in any significant energy impacts.

Site Design and internal design

The design of the development is considered acceptable and consistent with the established subdivision pattern.

Cumulative Impacts

No cumulative impacts have been identified.

(c) – The suitability of the site for the development

Apart from outstanding contamination matters, the site of the proposed development has been demonstrated to be suitable for the proposed development. Impacts of the development have been assessed as being acceptable. Site constraints have been considered in detail in this assessment report and are not considered prohibitive.

(d) - any submissions made in accordance with this Act or the Regulations

Referrals

No external referrals were carried out.

Public Exhibition

The application was placed on public exhibition from 13/2/25 to 12/3/25 with the application and related documents were exhibited on the NSW Planning Portal.

Public Submissions and those from public authorities

Two public submissions were received.

The first, which states it is not an objection, relates to existing concerns regarding water pressure being insufficient to service a commercial building over 500m². Council's Acting Deputy General Manager Operations has advised that the proposed lots can house buildings up to 500m² each. To ensure that this is clear for future purchasers, it is recommended that a condition of consent impose a condition that requires a notation be registered on title noting

this 500m² restriction for future buildings. This submission also raises unrelated matters which are not relevant to this Application.

The second submission raises matters that are unrelated to the proposed development.

(e) - the public interest

It is not in the public interest to create new lots to be sold to third parties without understanding the potential contamination of the land.

Outside of this, no other matters have been identified as being contrary to the public interest. The provision of development lots to support ancillary aviation uses is considered to be in the public interest, as it creates employment opportunities and facilitates economic activities.

Other Legislative Requirements

Section 1.7 and Part 7 of the *Biodiversity Conservation Act 2016* (Test for determining whether proposed development or activity likely to significantly affect threatened species or ecological communities, or their habitats)

In accordance with the above listed legislation there are a number of tests to determine whether the proposed development results in the need of offsets.

Firstly, the test to determine whether proposed development or activity is likely to significantly affect threatened species or ecological communities, or their habitats (7.3). Given no native vegetation is proposed to be removed, as well as the absence of any recorded endangered flora or fauna on site, there is not anticipated to be any adverse impacts upon ecological communities or habitats of threatened species.

Secondly whether the proposed removal of native vegetation exceeds the biodiversity offsets scheme threshold (7.4). The subject has a minimum lot size of 200ha and in accordance with the legislation the threshold of native vegetation that can be removed is 1ha. No native vegetation is proposed to be removed. Therefore, the threshold will not be exceeded.

Thirdly whether the development is within a declared area of outstanding biodiversity value. The published biodiversity values map does not include any declared areas at the subject site.

Based on the above assessment the application does not fall within the biodiversity offset scheme.

Relevant matters under the Biodiversity Conservation Act 2016 have been considered.

Development Contributions - Section 7.11/7.12 & Section 64 Local Government Act, 1993 and Section 306 Water Management Act, 2000

Section 64 Sewer Contributions

In accordance with the Cootamundra-Gundagai Regional Council Fees and Charges, a Section 64 Sewer Contribution of \$5943/per equivalent tenement in all new subdivisions in Cootamundra is required. This will be conditioned.

Section 7.12 Contributions

In accordance with 'Section 7.12 Fixed Development Consent Levy Contributions Plan 2018' a fixed developer levee is payable for all development other than:

This Plan applies to development that requires development consent or a complying development certificate under the Act except:

- *Development, other than the subdivision of land, where a condition under 7.11 of the Act has been imposed under a previous development consent relating to the*

subdivision of the land on which the development is proposed to be carried out and the purpose for which that condition was imposed is a purpose towards which a levy under this Plan may be applied; or

- *Development involving alterations and additions to, or the rebuilding of, a building used for residential purposes or a building that is used for a purpose that is ancillary or incidental to such a purpose, unless the development involves an enlargement, expansion or intensification of the use of the building or the land on which the building is, or is proposed to be, situated.*

In accordance with the following table:

Proposed Cost of the Development	Maximum Percentage of the Levy
Up to \$100,000	Nil
\$100,001-\$200,000	0.5 Percent
\$200,001 +	1 Percent

The development is not a subdivision of land where a contribution under 7.11 of the Act has been previously imposed and so a 7.11 contribution is payable.

As the cost of the development is \$175,000, the levee payable is:

$$0.5\% \times 176,306.62 \\ = \$881.53$$

Contributions by Goldenfields Water will be levied separately.

Other Approvals

No other approvals have been sought.

Conclusion

Subject to the resolution of the uncertainty around potential contamination, the development is considered to be satisfactory based on the foregoing assessment.

Draft Conditions – DA2025/010

CONDITIONS OF CONSENT FOR APPLICATION NO. DA2025/010

A. SCHEDULE A – Reasons for Conditions

The conditions of this consent have been imposed for the following reasons:

- A.1 To ensure compliance with the terms of the Environmental Planning and Assessment Act 1979 and Regulation 2021.
- A.2 Having regard to Council's duties of consideration under Section 4.15 and 4.17 of the Act.
- A.3 To ensure an appropriate level of provision of amenities and services occurs within the City and to occupants of sites.
- A.4 To improve the amenity, safety and environmental quality of the locality.
- A.5 Having regard to environmental quality, the circumstances of the case and the public interest.
- A.6 Ensure compatibility with adjoining and neighbouring land uses and built form.
- A.7 To protect public interest, the environment and existing amenity of the locality.
- A.8 To minimise health risk to neighbouring residents and workers.

B. SCHEDULE B – Deferred Commencement Conditions

N/A

C. SCHEDULE C – Conditions

Approved Plans and Documentation

- C.1 The development must be carried out in accordance with the approved plans and specifications as follows.

Plan/Doc Title	Prepared by	Issue	Date
Subdivision Plan (whole of site)	Applicant		4/2/2025
Stage 1 Plan View	Cootamundra Gundagai Regional Council	A	29/1/25
Water Services	Cootamundra Gundagai Regional Council	A	18/10/23
Sewer Services	Cootamundra Gundagai Regional Council	A	18/10/23
Electrical Services	Cootamundra Gundagai Regional Council	A	18/10/23
Communication Services	Cootamundra Gundagai Regional Council	A	18/10/23
Statement of Environmental Effects	Total Town Planning Services	Draft V1	21/12/23

The Development Application has been determined by the granting of consent subject to and as amended by the conditions of development consent specified below.

NOTE: Any modifications to the proposal shall be the subject of an application under Section 4.55 of the Environmental Planning and Assessment Act, 1979.

Requirements before the commencement of any works

C.2 Prior to works commencing a container must be erected on site for the enclosure of all building rubbish and debris, including that which can be wind-blown. The enclosure shall be approved by Council and be retained on site at all times prior to the disposal of rubbish at a licenced Waste Management Centre.

NOTE 1: Weighbridge certificates, receipts or dockets that clearly identify where waste has been deposited must be retained. Documentation must include quantities and nature of the waste.

C.3 Prior to the commencement of works erosion and sediment control measures are to be established and maintained to prevent silt and sediment escaping the site or producing erosion. This work must be carried out and maintained in accordance with:

- Erosion and Sediment Control Guidelines for Building Sites; and
- Soils and Construction Volume 1, Managing Urban Stormwater

C.4 No works are to take place to any services without prior written approval from the relevant authority.

NOTE: Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial before you dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures.

C.5 Prior to the commencement of works within the road reserve, a Section 138 consent under the Roads Act 1993 shall be obtained from Council for any works within the road reserve. The developer is responsible for all public utility adjustment/relocation works, necessitated by the proposed works and as required by the various public utility authorities and/or their agents.

Note: This condition does not apply to any works carried out by Council.

Requirements during construction or site works

C.6 No earthworks are permitted to be undertaken beyond those detailed on the approved plans unless otherwise permitted by the exempt development provisions of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.

C.7 The installation of service conduits for electricity and telecommunications cabling, and other ancillary services (e.g. water tappings), shall not be trenched across any road pavement, but shall be under bored.

C.8 The developer is to maintain all adjoining public roads to the site in a clean and tidy state, free of excavated "spoil" material.

C.9 Any proposed site fill must only be virgin excavated natural material (VENM) as defined in Part 3 of Schedule 1 to the Protection of the Environment Operations Act 1997, free from organic matter, and compacted in horizontal layers not more than 250mm thick to 95% of the standard maximum dry density of the soil. A validation certificate shall be provided to Council verifying that the material to be used is free of contaminants and fit for purpose and re-use in residential, commercial or industrial use, prepared by a qualified Geotechnical Engineer.

Any material removed from the site shall be taken to a premises approved for the receipt of such material.

Requirements prior to issue of a Subdivision Certificate

- C.10 An additional water connection (tappings) and water meter shall be installed to service each lot. The water supply works and meters shall be constructed/installed by Council, at full cost to the developer, after making application to Council for the connections.
- C.11 All engineering works (water supply, sewerage, stormwater) shall be completed in accordance with the approved plans prior to the issue of a subdivision certificate.
- C.12 Written evidence shall be submitted to Council (by way of a Notice of Arrangement issued by Essential Energy), stating that satisfactory arrangements have been made throughout the proposed subdivision, and to each allotment, with respect to the provision of electricity, in accordance with the requirements of Essential Energy.
- C.13 Written evidence shall be submitted to Council, from the relevant supply authority, stating that satisfactory arrangements have been made throughout the proposed subdivision, and to each allotment, with respect to the provision of telecommunication facilities.
- C.14 Evidence shall be submitted to Council that the Sewer Supply Authority's obligations have been met with regards to the following contributions for this development.

Contribution Type	Current ET rate	No. ETs	Total Contribution
Cootamundra-Gundagai Regional Council section 64 sewer development charge	\$5,943.00	3	\$17,829 ¹

¹Payment of the contribution will be at the ET rate nominated at the time of payment, which is subject to annual review.

- C.15 Evidence shall be submitted to Council (by way of a Certificate of Compliance from Goldenfields Water), confirming that the developer has satisfied Goldenfields Water's requirements in relation to the Developer Infrastructure Charges ¹ for the subdivision.
- ¹ Payment of the charges will be at the ET rate nominated at the time of payment, which is subject to annual review.
- C.16 Pursuant to s7.12 of the Environmental Planning and Assessment Act 1979 and the Cootamundra-Gundagai Regional Council Section 7.12 Fixed Development Consent Levy Contributions Plan 2018, a monetary contribution of \$881.53 must be paid to Council, prior to the issuing of the Construction Certificate. The monetary contribution payable under this condition will be indexed in accordance with Clause 1.11 of the Cootamundra-Gundagai Regional Council Section 7.12 Fixed Development Consent Levy Contributions Plan 2018 from the endorsed date of this Development Consent until the date of payment.
- C.17 Works as executed plans:
 - (a) A set of final works as executed plans showing all works carried out on the site and the location of all services, shall be submitted to Council, prior to the issue of a subdivision certificate.
 - (b) The plans shall be clearly marked to show all variations of the completed works from the approved design plans. The plans shall also show the location and depth of any fill placed on any lot.
 - (c) The works as executed plans shall be signed by a licensed Surveyor or Engineer, or the relevant professional. The plans shall be clean, neat and suitable for long term storage, and an electronic version of the plans shall also be provided.
 - (d) A schedule of quantities (including cost) relating to the as constructed assets shall be submitted to Council.

- (e) A set of works as executed plans, in digital CAD format projected to a survey grid (e.g MGA Zone 55), shall be supplied to Council, prior to the issue of a subdivision certificate.
- C.18 An application for a subdivision certificate shall be made to Council via the NSW Planning Portal, and paying the applicable fee as per Council's adopted fees and charges.
- C.19 The final plan of subdivision and the Administration Sheet (suitable for registration with NSW Land Registry Services), shall be submitted to Council via the NSW Planning Portal.
- C.20 Easements shall be created over all services to the satisfaction of the relevant authority, and/or wherever Council deems necessary to allow unrestricted access to the service, and restrictions on use of land created, under section 88B of the Conveyancing Act 1919, including, but not limited to, the following:
 - (a) Unless an upgrade is made to water supply, the maximum size of all buildings on a lot shall not exceed 500m².
- C.21 The 88B Instrument shall be submitted to Council with the final plan of subdivision as a prerequisite to the endorsement of the subdivision certificate.

General requirements

- C.22 Consent is granted only for a four-lot subdivision. Any further subdivision of the land will require further Development Consent.
Consent is not granted for the extension of the taxiway under this consent.

D. SCHEDULE D – Activity Approval Conditions (Section 68)

N/A

E. SCHEDULE E – Prescribed Conditions

Conditions under this schedule are prescribed conditions for the purposes of section 4.17 (11) of the Environmental Planning and assessment Act 1979.

- E.1 Erection of signs (clause 70 EP&A Reg 2021)
 - (1) This section applies to a development consent for development involving building work, subdivision work or demolition work.
 - (2) It is a condition of the development consent that a sign must be erected in a prominent position on a site on which building work, subdivision work or demolition work is being carried out-
 - (a) showing the name, address and telephone number of the principal certifier for the work, and
 - (b) showing the name of the principal contractor, if any, for the building work and a telephone number on which the principal contractor may be contacted outside working hours, and
 - (c) stating that unauthorised entry to the work site is prohibited.
 - (3) The sign must be-
 - (a) maintained while the building work, subdivision work or demolition work is being carried out, and
 - (b) removed when the work has been completed.
 - (4) This section does not apply in relation to-

- (a) building work, subdivision work or demolition work carried out inside an existing building, if the work does not affect the external walls of the building, or
- (b) Crown building work certified to comply with the Building Code of Australia under the Act, Part 6.

E.2 Shoring and adequacy of adjoining property (clause 74 EP&A Reg 2021)

- (1) This section applies to a development consent for development that involves excavation that extends below the level of the base of the footings of a building, structure or work on adjoining land, including a structure or work in a road or rail corridor.
- (2) It is a condition of the development consent that the person having the benefit of the development consent must, at the person's own expense-
 - (a) protect and support the building, structure or work on adjoining land from possible damage from the excavation, and
 - (b) if necessary, underpin the building, structure or work on adjoining land to prevent damage from the excavation.
- (3) This section does not apply if-
 - (a) the person having the benefit of the development consent owns the adjoining land, or
 - (b) the owner of the adjoining land gives written consent to the condition not applying.

F. SCHEDULE F – General Terms of Approval (Integrated Development)

N/A

8.5 ENGINEERING COOTAMUNDRA

8.5.1 COOTAMUNDRA ENGINEERING REPORT - OCTOBER 2025

DOCUMENT NUMBER	449101
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

That the Cootamundra Engineering Report for the month of October 2025 be noted.

Introduction

The Cootamundra Engineering Report for the month of October 2025 is submitted for the information of Council and the community.

Discussion

State Roads

Burley Griffin Way

Heavy Patching works have been completed, and line marking is scheduled to be carried out on 17-19 November 2025, weather permitting.

Olympic Highway

Heavy Patching works have been completed, and line marking is scheduled to be carried out on 17-19 November, 2025, weather permitting.

The resealing program on both Burley Griffin Way and the Olympic Highway are scheduled to commence mid-November and run for approximately 5 days. Line marking is planned to be completed before Christmas.

General Works

Footpath Replacement

The concrete crew have been completing kerb and footpath maintenance around town.

Maintenance Grading

The Cootamundra maintenance grading crew are moving through the Yeo Yeo area and getting patches ready for local heavy patching.

Patching Works

Maintenance crews have been undertaking potholing and sheeting works on local roads.

Risk Management

Plant insurances were reviewed to ensure effective coverage, which involved a physical audit of all heavy and light plant.

Road Safety

Local Transport Forum

The November Local Transport Forum meeting will be held on 13 November.

National Heavy Vehicle Regulator

Council have received and reviewed a total of 81 Access Permit Applications during October 2025.

Approvals	Pre-Approvals	Approved with Conditions	Refusals	Awaiting Assessment
69	10	67	12	0

Refusals were issued for Access Permit Applications where vehicles were at a weight, width or length deemed unsafe for requested roads, and vehicle movements would be incompatible with existing infrastructure (bridges etc).

Transport for NSW Projects

Preparations for the Snake Gully Cup are well underway. Promotional flyers are ready for distribution, and Plan B banners have been installed. The Christmas "Win a Swag" promotion is also in its final planning stages, with a mid-November launch on track. Swags are packed and ready for collection and distribution. Entry boxes and tickets are currently being sourced. NSW Police have kindly offered their support by assisting with the prize draw.

Water and Sewer

Betts St Rising Main – This project is underway with the overall project tracking within budget and on program with minor delays at Cowcumbra Street due to unexpected buried services. During this time works were accelerated in other areas to manage overall program. Approximately 1.2km of a total 2.4km of pipe has been installed to date with pressure testing of installed pipe completed this week.

Workshop

Workshop staff have been modifying all small mower trailers in preparation for the new mowers. A new Excavator has arrived, with all testing completed and is now ready for operation.

Financial

Projects funded from various funding sources, as noted above.

Maintenance works funded from the General Fund and aligns with the adopted 2025/2026 budget.

OLG 23a Guideline consideration

The work outlined in this report does not conflict with the guidelines.

8.6 ENGINEERING GUNDAGAI

8.6.1 GUNDAGAI ENGINEERING REPORT - OCTOBER 2025

DOCUMENT NUMBER	449373
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 October 2025 be noted.

Introduction

The Gundagai Engineering Report for the month of October 2025 is submitted for the information of Council and the community.

Maintenance Works

Maintenance grading across the unsealed road network has continued, with Council staff completing works in the Muttama and Coolac areas, including Hoares Lane and Tabers Lane. Wambidgee Road is scheduled for grading next.

Shoulder widening on the Old Hume Highway has commenced. Once completed, works crews will begin stabilisation works on both the Old Hume Highway and Adelong Road in the designated areas.

General Works

Culvert replacement works are scheduled to commence in mid to late November. Identified culverts on Tarrabandra Road and Yabtree Road will undergo removal of existing structures, earthworks preparation, and replacement with new culverts.

Slashing of overgrown vegetation has begun on various roads throughout the rural network.

Reseal Program

Preparations for the 2025–2026 Reseal Program are ongoing, with shoulder reconstruction and patching being carried out on the following roads:

- Rileys Flat Road
- Darbalara Road
- Threeways Road

- Muttama Road
- Nangus Road

Once these preparation works are completed, the scheduled resealing of all listed roads will commence.

National Heavy Vehicle Regulator

Council staff have submitted requests and mapping to the National Heavy Vehicle Regulator to enact Council's resolution from the October Council Meeting. The NHVR has not yet provided a timeframe for completing their component of the gazettal and map upload process.

Water and Sewer

In early November, the water and sewer mains upgrades in the allocated areas were completed by contractor Trazlat. Works were undertaken in Punch Street, Otway Street, and First Avenue, with sewer main replacement completed in Eagle Street. The contractor has now commenced restoration works on road reserves in accordance with revegetation specifications outlined in the contract.

Water and sewer staff have also assisted with preparations for the opening of the Gundagai Swimming Pool by filling the pool. Additionally, they have attended to necessary repairs and maintenance at both the treatment plants and within the water and sewer reticulation systems.

Financial

Projects funded from various funding sources are as noted above and align with the adopted 2025/26 budget.

Maintenance works are funded from the General Fund and align with the adopted 2025/26 budget.

OLG 23a Guideline consideration

OLG 23a Guidelines have been reviewed and the work outlined in this report does not conflict with the guidelines.

8.7 REGIONAL SERVICES GUNDAGAI

8.7.1 GUNDAGAI REGIONAL SERVICES REPORT - OCTOBER 2025

DOCUMENT NUMBER	449377
REPORTING OFFICER	Donna Britton, Operations Support Officer - Facilities
AUTHORISING OFFICER	Trevor Dando, Acting Deputy General Manager Operations
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>1. A vibrant, safe, and inclusive community</p> <p>1.2 A welcoming community that cares for and looks after each other</p>
FINANCIAL IMPLICATIONS	There are no financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

The Gundagai Regional Services report for October be received and noted.

Introduction

This report is a record of the diverse works Gundagai Regional Services have performed over the previous month along with the status of the ongoing works 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.

Regional Services: Parks, Reserves, Sporting Fields, Playgrounds & Projects - Achievements for the month include:

- Storm damage cleanup around the township from the severe weather event on 26 October has been completed with many trees and limbs needing to be cleaned up.
- Major clean up at the pool after the storm ripped up shelters, brought down trees and caused damage.
- General maintenance of all sporting field, town streets, parks and facilities.

Carberry Park Amenities Block Lift & Change:

- The new facility has seen a high volume of use by the local community and tourists.

Gundagai Memorial Swimming Pool:

- Works continue in readiness for the start of the pool season. Additional clean up has taken place due to storm damage with shade shelters being destroyed, fallen trees and fence repairs and a brick wall propped and made safe to allow the delayed opening to occur.

Insurers have been notified of a claim that will be submitted as a result of the extensive damage.

Cemeteries – North Gundagai Lawn & Monumental, South Gundagai, Tumblong, Coolac, Mount Adrah, Muttama, Adjungbilly, Nangus, Wagragobilly (Darbalara).

Cemetery work activities this month include:

- There have been six interments in the previous period across the Gundagai Cemeteries.
- 6 Monumental permits have been approved.
- Maintenance across all cemeteries is routinely conducted.

Biosecurity:

- The NSW Weed Action Program 2025 – 2029 applications opened Tuesday 21st October 2025 with submissions closing at 4pm Monday 17 November 2025.
- Staff have attended information sessions on the new formatting for the application and are working on preparing the information required for the submission.
- Staff are continuing to work towards the WAP targets that will be outlined in our WAP submission as well as continuing to complete maintenance tasks required.

Gundagai Public & Council Facilities income:

Gundagai RV Park Income October 2025

- 01/10/25 – 30/10/25 - Total Income \$537.15

Gundagai Landfill/Transfer October 2025

- 01/10/25 – 30/10/25 - General Income \$2356.33

Gundagai Standpipe Income October 2025

2025/2026		Income GST Incl.	Number of Transactions	Previous Year Income
2025	July	\$3,013.61	13	\$2,454.08
2025	August	\$1,202.81	11	\$1,424.58
2025	September	\$2,543.68	12	\$2,245.89
2025	October	\$1,827.94	11	\$3,235.13
25/26	Totals	\$8588.04	47	

Gundagai Saleyards Truck Wash October 2025

2025/2026		Income GST Incl.	Number of Transactions	Previous Year Income
2025	July	\$3,518.05	34	\$3,945.32
2025	August	\$3,254.40	32	\$2,968.02
2025	September	\$4,022.16	24	\$2,943.21
2025	October	\$5,094.67	32	\$2,731.61
25/26	Totals	\$15889.28	122	

Compliance:

Compliance with the Companion Animals Act 1998 and the Local Government (General) Regulation 2021 – Reg 217(1)(f)

Companion Animal:

Council attended a call out from the police regarding a calf on the highway, this was investigated by Council staff but there was no calf found.

Financial

There are no further financial implications as all work has been carried out as per the approved 25/26 budget allocations.

OLG 23a Guideline consideration

There are no implications to the guidelines.

8.8 REGIONAL SERVICES COOTAMUNDRA

8.8.1 REGIONAL SERVICES COOTAMUNDRA REPORT - OCTOBER 2025

DOCUMENT NUMBER	449056
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	Nil

RECOMMENDATION

The Cootamundra Regional Services October 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 October 2025.

Discussion

Parks & Gardens

Parks and Gardens staff have undertaken general seasonal duties as we head into spring with plenty of mowing, whipper snipping, edging, spraying and pruning of open spaces throughout Cootamundra, Stockinbingal and Wallendbeen. Planting of annuals throughout the Cootamundra CBD has been completed and has provided some great colour. Street tree maintenance is continuing as the workflow allows throughout the spring growing season.

Parks staff are continuing to line mark and maintain sports surfaces for summer sport that has commenced, along with general turf care. Staff have been focusing on troubleshooting some irrigation system issues and undertaking repairs as required.

Storms during the last week of October caused damage to street trees across much of Cootamundra. Staff prioritised and responded to clean up requests clearing debris following the strong winds. Numerous damaged and dangerous trees had to be removed, and remaining stumps will be ground pending availability of equipment. The cleanup works were carried out over three days which has led to delays in routine maintenance progress.

A contractor has been engaged to remove a dangerous tree in Nicholson Park that was badly damaged during the storm. The tree has shed many branches over the last few years and with the addition of recent storm damage, the tree has now been deemed unsafe. An electrician has also

been engaged to repair a damaged power pole that feeds Nicholson Park as a result of the storm damage.

Numerous events have been held in Cootamundra throughout October including the annual Cootamundra Show, Cootamundra Picnic Races, Muscle Car events and the Cootamundra Rodeo with the support of Parks & Gardens staff preparing facilities and providing services to cater for large crowds.

Biosecurity

Council's Bio-security Officer and Regulatory Attendant have continued with spraying Cootamundra's local roads, laneways and various other sites to prevent the spread of weeds and keep all areas at a tidy level heading into spring. These works will continue throughout coming season.

Saleyards / Truck Wash

Agistment of 18 cattle has been arranged for the saleyards paddock to assist with managing spring growth.

The truck wash recorded 123 transactions for the month of October, generating a total of \$8,251.95 in income.

Cemeteries

There were three burials conducted at the Cootamundra Lawn Cemetery in October. Two plaques were affixed.

The high winds experienced during the storm event in Cootamundra saw a tree fall within the Cootamundra lawn cemetery. Damage is being assessed by Council staff and professional stonemason's to determine the extent of rectification works required.

Regulatory Services

Total Companion Animal registration fees collected for October totalled \$1,383.00.

Animal Statistics	Dogs	Cats
Seized	5	0
Released to Owner	4	0
Surrendered	1	0
Rehomed	0	0
Euthanised	0	0
Waiting for Impound Period	0	0
Waiting for Rehoming	2	0
Dog Incidents	1	-

One vehicle was impounded under the Public Spaces (Unattended Property) Act during October.

Waste

The secondhand tip shop processed 99 transactions for October generating a total of \$782.58 in income. During this time staff have diverted 700kg of waste from the landfill into the shop to be repurposed.

A total of 64 tonnes of recycled crushed concrete was sold in October and a total of 39 tonnes of compost soil produced on site at the Cootamundra Landfill.

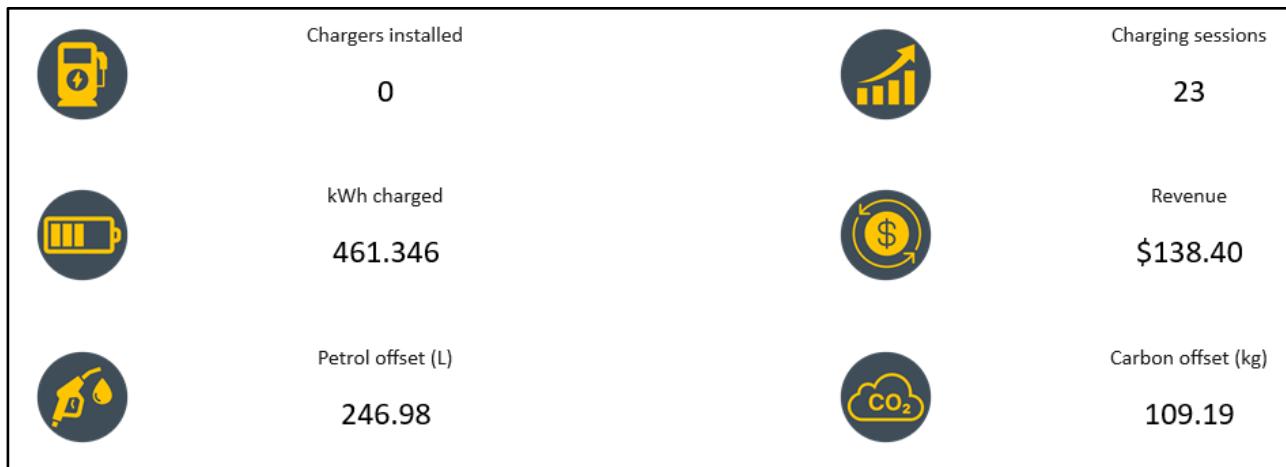
The waste compactor trailer hooks gave way when compaction the waste causing the trailer to pull away from the compactor and crushing the legs holding the front of the trailer upright. The trailer had to be lifted by a crane to allow a prime mover to hook the trailer up and be removed for repairs. The trailer has been replaced and modified hooks used to attach the trailer have been installed.

Facilities

The Cootamundra outdoor pool repairs have been completed, and the pool is up and running for the November 1st opening.

The roof above the Fisher Park grandstand was leaking into the building during rain events throughout October. A roofing contractor inspected the roof and found the cause of the leak, making the relevant repairs to prevent the issue reoccurring.

The Cootamundra EV charging stations' data for October is shown below:-



Capital Works Projects

The Review of Environmental Factors draft has been completed for the Muttama Creek Master Plan. Council staff are reviewing the document and will provide feedback to the consultants before the Master Plan is finalised.

The backup generator for the dedicated flood evacuation building at Cootamundra's Bassingthwaighte Park has been completed and commissioned.

The Cootamundra Showground emergency evacuation building has had concrete installed surround the building to provide a path to the external toilets. Staff are working with the committee to complete the rest of the upgrades including heating and cooling, kitchen items, seating and lighting.

Financial

All areas of expenditure relating to operations within the Regional Services – Cootamundra department are within budget allocations.

OLG 23a Guideline consideration

No impacts associated with this report.

9 MOTION OF WHICH NOTICE HAS BEEN GIVEN

Nil

10 QUESTIONS WITH NOTICE

Nil

11 CONFIDENTIAL ITEMS

11.1 CLOSED COUNCIL REPORT

DOCUMENT NUMBER	447912
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 HUMAN RESOURCES REPORT

Provisions for Confidentiality

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

Public Interest

N/A.

11.3 CONTAMINATED SOIL RECYCLING FACILITY – COOTAMUNDRA**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; and

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

Public Interest

Commercial and Legal information.