

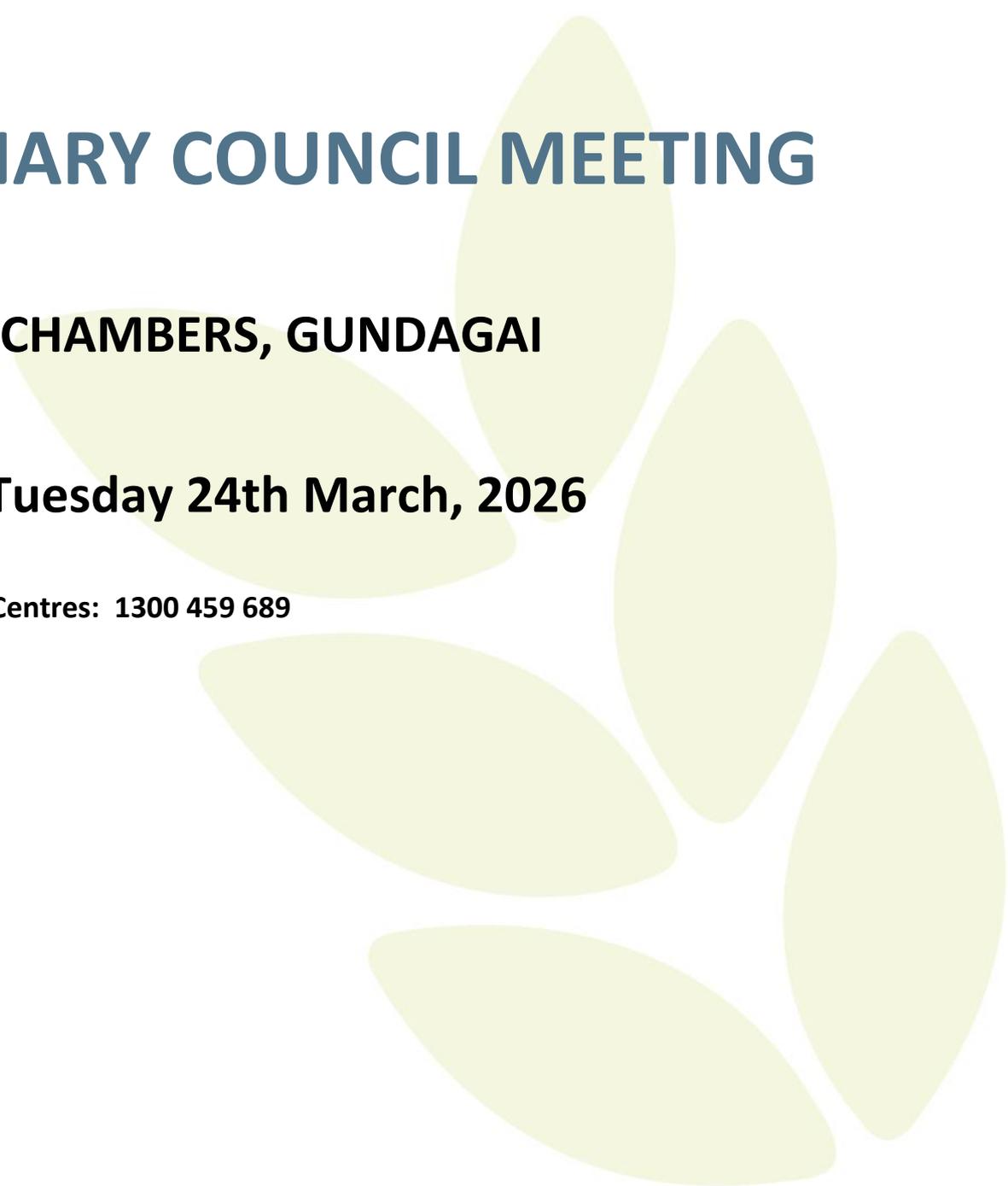
Business Paper

ORDINARY COUNCIL MEETING

COUNCIL CHAMBERS, GUNDAGAI

6:00PM, Tuesday 24th March, 2026

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, 24th March, 2026 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.

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1 ACKNOWLEDGEMENT OF COUNTRY

COUNCIL ACKNOWLEDGES THE WIRADJURI PEOPLE, THE TRADITIONAL CUSTODIANS OF THE LAND AT WHICH THE MEETING IS HELD AND PAYS ITS RESPECTS TO ELDERS, BOTH PAST AND PRESENT, OF THE WIRADJURI NATION AND EXTENDS THAT RESPECT TO OTHER ABORIGINAL PEOPLE WHO ARE PRESENT.

2 APOLOGIES, LEAVE OF ABSENCE AND AUDIO-VISUAL ATTENDANCE REQUESTS

3 DISCLOSURES OF INTEREST

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 24 FEBRUARY 2026

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 24 February 2026

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on Tuesday 24 February 2026 be confirmed as a true and correct record of the meeting.

Minutes

ORDINARY COUNCIL MEETING

ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA

6:19PM, TUESDAY 24th February, 2026

Administration Centres: 1300 459 689

**MINUTES OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA
ON TUESDAY, 24 FEBRUARY 2026 AT 6:19PM**

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: Roger Bailey (Interim General Manager), Trevor Dando (Acting Deputy General Manager - Operations), Damian Smith (Acting Manager Finance), Linda Wiles (Manager Business), Lauren Dawes (Acting Manager Sustainable Development) 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.

2 APOLOGIES, LEAVE OF ABSENCE, AND AUDIO-VISUAL ATTENDANCE REQUESTS

2.1 APOLOGIES

Nil

2.2 LEAVE OF ABSENCE

Nil

2.3 AUDIO-VISUAL ATTENDANCE REQUESTS

Nil

3 DISCLOSURES OF INTEREST

Nil

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 27 JANUARY 2026

RESOLUTION 036/2026

Moved: Cr Les Cooper

Seconded: Cr Penny Nicholson

That the Minutes of the Ordinary Meeting of Council held on Tuesday 27 January 2026 be confirmed as a true and correct record of the meeting.

CARRIED

5 MAYORAL MINUTES**5.1 MAYORAL MINUTE - COUNCILLOR ENGAGEMENTS - 17 JANUARY 2026 - 13 FEBRUARY 2026****RESOLUTION 037/2026**

Moved: Cr David Graham

Seconded: Cr Ethan Ryan

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

CARRIED

5.2 MAYORAL MINUTE - GUNDAGAI RICHARD NORDEN MEMORIAL PROJECT**RESOLUTION 038/2026**

Moved: Cr David Graham

Seconded: Cr Penny Nicholson

That Council consider late item 5.2 Mayoral Minute Gundagai Richard Norden Memorial Project.

CARRIED

RESOLUTION 039/2026

Moved: Cr David Graham

Seconded: Cr Les Cooper

That Council approve the provision of \$32,500 in financial assistance to the Gundagai RSL for the Richard Norden Memorial Project, with funding to be drawn from the restricted Gundagai DoTT Reserve.

CARRIED

PROCEDURAL MOTION

Moved: Cr Gil Kelly

Seconded: Cr Ethan Ryan

That Council bring forward item 7.4.1 on the agenda for consideration.

CARRIED

7.4.1 DA 2025/119 - 18 BOURKE STREET, COOTAMUNDRA - PROPOSED DEMOLITION OF EXISTING DWELLING AND ERECTION OF A NEW DWELLING**SUSPENSION OF STANDING ORDERS**

Moved: Cr Logan Collins

Seconded: Cr Les Cooper

That Council suspend standing orders to allow open discussion in relation to 7.4.1 DA2025/119 – 18 Bourke Street, Cootamundra.

CARRIED

Standing orders were suspended at 6:43pm.

RESUMPTION OF STANDING ORDERS

Moved: Cr David Graham

Seconded: Cr Les Cooper

That Council resume standing orders.

CARRIED

Standing orders were resumed at 7:04pm.

MOTION

Moved: Cr Logan Collins

Seconded: Cr Ethan Ryan

That Council refuse the following development application, for reasons stated:

- Application No.: DA2025/119
- Property: Lot C DP 382924, 18 Bourke Street COOTAMUNDRA NSW 2590
- Development: Demolition of the existing Dwelling and construction of a new two-storey Dwelling

REASONS FOR REFUSAL

1. Pursuant to Section 4.15(1)(a)(i) of the *Environmental Planning and Assessment Act 1979*, the application does not demonstrate how the proposed development supports the Aims of the Plan under Section 1.2 (2)(f) of the *Cootamundra Local Environmental Plan 2013* by satisfactorily managing the heritage resources of Cootamundra.
2. Pursuant to Section 4.15(1)(a)(i) of the *Environmental Planning and Assessment Act 1979*, the proposed development does satisfy the requirements in relation to heritage conservation of the Cootamundra Heritage Conservation Area of Clause 5.10 of the *Cootamundra Local Environmental Plan 2013*.
3. Pursuant to Section 4.15(1)(a)(iii) of the *Environmental Planning and Assessment Act 1979*, the proposed development does satisfy the requirements in relation to Chapter 2 – Residential Development and Chapter 7 – Heritage requirements of *Cootamundra Development Control Plan 2013*.
4. Pursuant to Section 4.15(1)(b) of the *Environmental Planning and Assessment Act 1979*, the likely impacts of the proposed development are unacceptable, as the development would result in adverse heritage impacts, visual impacts and amenity impacts for the neighbouring properties.
5. Pursuant to Section 4.15(1)(c) of the *Environmental Planning and Assessment Act 1979*, the site is not considered suitable for the proposed development, as it would impact the public domain in a negative way in terms of the impact on the heritage conservation area, visual impacts and amenity impacts for the neighbouring properties.
6. Pursuant to Section 4.15(1)(d) and (e) of the *Environmental Planning and Assessment Act 1979*, the development is not in the public interest given the inconsistency of the overall size, bulk and scale of the proposed development with the aims of the LEP, heritage provisions and controls relating to residential development and sufficient justification for contravening the requirement has not been demonstrated.

ON BEING PUT THE MOTION WAS LOST

VOTING RECORD	
FOR RESOLUTION	AGAINST RESOLUTION
Cr Logan Collins Cr Ethan Ryan	Cr Abb McAlister (Mayor) Cr Rosalind Wight Cr Les Cooper Cr David Graham Cr Gil Kelly Cr Penny Nicholson Cr Danyal Syed
ABSENT	DECLARED INTEREST
Nil	Nil

RESOLUTION 040/2026

Moved: Cr Gil Kelly

Seconded: Cr Penny Nicholson

That Council approve the application in accordance with the reasons outlined below and authorise the Interim General Manager to determine consent conditions sympathetic with that approval.

- **Application No.:** DA2025/119
- **Property:** Lot C DP 382924, 18 Bourke Street COOTAMUNDRA NSW 2590
- **Development:** Demolition of the existing Dwelling and construction of a new two-storey Dwelling

REASONS FOR APPROVAL

The proposed development is consistent with the aims of the Cootamundra Local Environment plan 2013 including section 1.2 (2) (f), which seeks to conserve and manage heritage resources.

The development does not remove, obscure or diminish any identified heritage item.

The design has been prepared to be sympathetic in design, form and materials, ensuring compatibility and colour subtlety with the established street scapes.

Heritage conservation does not require replication of historic forms rather it requires design that respects significance while allowing contemporary evolution.

The proposal enhances the sites contribution to the conservation area by replacing or augmenting existing development with a well-designed high-quality structure.

The intent of the LEP is to manage and conserve heritage, not to freeze development. The proposal achieves an appropriate balance between conservation and orderly development.

Clause 5.10 requires consideration of the heritage significant significance setting bulk scale and visual impact.

The proposal retains the character of the conservation area.

Building height and setbacks are consistent with surrounding development.

Materials and finishes are complementary rather than contrasting in the disruptive way.

The development maintains key view lines and does not dominate adjoining heritage fabric. It is a seamless addition to the existing streetscape.

Importantly, the clause requires that Council consider impact not prohibit development. There is no demonstrable evidence that the proposal would result in a loss of heritage significance, impacts would be minor and acceptable.

Development control plans or DCPs provide guidance not mandatory standards unless specifically referenced in the LEP.

The proposal complies with the objectives relating to residential amenity, street scape, character and heritage.

Any minor variations for example setbacks, articulation, site coverage are offset by strong compliance with performance-based objectives.

The design includes changes in wall alignments and considered landscaping. With the second story setback and not obtrusively evident, also combining the positioning of the established tree on the nature strip, the development fits appropriately within the neighbourhood.

DCP controls must be applied flexibly in accordance with merit-based assessment principles.

NSW planning law establishes that DCP's are not statutory constraints or limitations but performance frameworks. The proposal still satisfies the underlying planning objectives.

Heritage Impacts:

The design respects the heritage fabric of the surrounding precinct.

The development improves the visual presentation of the stie and the neighbourhood as a whole.

Visual Impacts:

The proposal is aesthetically cohesive and enhances the streetscape.

Landscaping will further enhance the visual streetscape.

Amenity impacts:

Overshadowing complies with solar access principles.

Privacy impacts are mitigated via window placement and screening.

Noise and traffic impacts are negligible for residential development.

The assessment does not demonstrate measurable adverse impacts; rather, concerns appear very subjective.

The site is:

Zoned appropriately for the proposed use.

Serviced by existing infrastructure.

Located within an established residential area.

Capable of accommodating the development without environmental constraint.

A site cannot be deemed unsuitable merely because it is within a heritage conserve action area. Heritage areas anticipate ongoing adaptive and compatible development.

There are no physical, environmental, or servicing constraints preventing appropriate development of the land.

The proposal is in the public interest because it:

Provides high-quality architectural design.

Contributes positively to housing supply.

Enhances the streetscape presentation.

Demonstrates orderly and economic use of serviced land.

Aligns with the objectives of the Environmental Planning and Assessment Act 1979, which promotes proper management and sustainable development of land.

Bulk and scale must be assessed in context:

The development is proportionate to the site area.

The design respects and exceeds existing neighbouring development patterns.

The public interest test requires balancing conservation with growth. A well-designed contemporary building that respects heritage is consistent with modern planning principles.

It is important to reiterate that the intent of the Cootamundra Local Environmental Plan 2013 is to manage and conserve heritage – not to freeze development in time. Heritage conservation areas are living environments that must be allowed to evolve in a respectful and considered manner. The proposal before Council does exactly that. It does not diminish heritage significance; rather, it demonstrates how contemporary development can coexist harmoniously within an established character setting.

With regard to the concerns in the submissions received:

That the scale is oversized for the area:

Council policy is no more than 60% footprint for this size band of allotments maximum footprint set at 420m² for this allotment, 58% in this case is under so its compliant and the current dwelling design has a wall footprint of 354 square metres which is also compliant.

Heritage impact:

No evidence of why this development is not a good fit into the conservation area. The development is sympathetic and respectful approaches and emulates the decorative style used in the Californian Bungalow style.

Building too modern:

The submitted drawings clearly illustrate the replication to similar buildings surrounding the relevant area number.

Loss of privacy and overshadowing:

The rear building on the top floor is a bedroom with highlight windows which are extremely small and very elevated, it is a bedroom only.

Negative visual impact:

Standing in front of the house or from a far the very large tree directly in front of the house prevents a clear and direct view of the house you cannot see the rear building from the street.

Impact on property values:

The street will be greatly enhanced by this very attractive and respectful building much more so than the current building that is there.

Potential commercial use:

The building is not for separate occupation.

Parking issues if all bedrooms are in use:

That is what the street is for.

Garages should be set back:

In regard to the laneway being considered as a secondary road, lanes are not being considered as a secondary road to be consistent with existing development.

VOTING RECORD	
FOR RESOLUTION	AGAINST RESOLUTION
Cr Abb McAlister (Mayor) Cr Rosalind Wight Cr Logan Collins Cr Les Cooper Cr David Graham Cr Gil Kelly Cr Penny Nicholson Cr Ethan Ryan Cr Danyal Syed	Nil
ABSENT	DECLARED INTEREST
Nil	Nil

CARRIED

6 REPORTS FROM COMMITTEES

6.1 MINUTES OF THE DEMERGER TRANSITION COMMITTEE MEETING HELD ON TUESDAY 27 JANUARY 2026

RESOLUTION 041/2026

Moved: Cr Gil Kelly
Seconded: Cr David Graham

- 1. That the Minutes of the Demerger Transition Committee Meeting held on Tuesday 27 January 2026, attached to the report, be received and noted.**
- 2. In consideration of the Demerger Transition Committee recommendations detailed in the minutes, Council endorses the following:**
 - 2.1. Pertaining to Item 4.1.1 Consolidating Expectations for the Demerger Transition, Council:**
 - 2.1.1. Confirms 1 July 2027 as the target date for the commencement of the two successor councils.**
 - 2.1.2. Confirms that the primary objectives of the Demerger Transition Project are:**
 - (a) By 31 December 2026, 6-months ahead of the commencement date for the new Councils, the project must have prepared documentation sufficient for the OLG to prepare the required Proclamation**
 - (b) To enable the two successor councils to effectively commence operations the project must develop two separate suites of IP&R documents and other governance arrangements, including policies and organisational structure, that clearly demonstrate that the two councils will be operationally and financially sustainable in the long term.**
 - 2.2. Pertaining to Item 4.1.2 Demerger Dispute Resolution Process, Council:**

- 2.2.1. Adopts the dispute resolution process as outlined in the report.
 - 2.2.2. Updates the Terms of Reference for the Demerger Transition Committee to include the dispute resolution process.
 - 2.2.3. Confirms that decisions of the Demerger Transition Dispute Resolution Panel (DTDRP) will be accepted and implemented by Council.
 - 2.2.4. Undertakes an expression of interest (Eoi) process to recruit suitable nominees for the proposed Demerger Transition Dispute Resolution Panel (DTDRP).
 - 2.2.5. Confirm any costs associated with the DTDRP be met from Council's previously budgeted demerger funding.
- 2.3. Pertaining to Item 4.1.3 Confirmation of Previous Commitments from Council Submissions, Council:
- 2.3.1. Recommits to the Objectives and Interventions used in the preparation of the Draft Demerger Transition Plan and Financial Sustainability Plan.
 - 2.3.2. Acknowledges that adherence to the Objectives and Interventions may impact the development of CGRC's FY27 Operational Plan.

CARRIED

6.2 MINUTES OF THE COOTAMUNDRA-GUNDAGAI LOCAL TRANSPORT FORUM MEETING HELD ON THURSDAY 12 FEBRUARY 2026

RESOLUTION 042/2026

Moved: Cr Logan Collins

Seconded: Cr Ethan Ryan

1. That the Minutes of the Cootamundra-Gundagai Local Transport Forum Meeting held on Thursday 12 February 2026, attached to the report, be received and noted.
2. In consideration of the Cootamundra-Gundagai Local Transport Forum recommendations detailed in the minutes, Council endorse the following:
 - 2.1 That Council install 40 km/h speed pavement decals at the entry point of the Sheridan Street High Pedestrian Activity Area when exiting the Hume Highway.
 - 2.2 That Transport for NSW (TfNSW) undertake further investigations into the feasibility and appropriateness of appointing a crossing guard at the existing Gundagai Public School pedestrian crossing on West Street.
 - 2.3 That Council does not endorse the construction of two raised pedestrian crossings on Sheridan Street to replace the previously removed pedestrian crossings associated with the beautification and rejuvenation project of main street.
 - 2.4 That Council pursue external funding to upgrade the narrow Reef Creek Bridge and to construct a dedicated bus bay at the existing bus stop on Muttama Road, in order to enhance road-user safety within the Muttama township.
 - 2.5 That Council seek funding to upgrade the Temora Street, Boundary Road and Berthong Road intersection in Cootamundra to improve compliance and road user safety.
 - 2.6 That Council extend the existing *Police Cars Only* restricted-parking signage further north along Cooper Street, toward the next driveway exit, to improve visibility and ensure unobstructed access for Police vehicles.

2.7 That Council install a single accessible car park, incorporating a shared zone, directly in front of the disability-friendly public toilets located on Wallendoon Street.

2.8 That Council install a single accessible parking space, including an adjacent shared zone, to enhance access for patrons of the Bush Chemist on Parker Street, Cootamundra.

2.9 That the list of upcoming events be noted.

CARRIED

7 GENERAL MANAGER'S REPORT

7.1 GENERAL MANAGER OFFICE

7.1.1 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (ALGA) NATIONAL GENERAL ASSEMBLY (NGA) 2026 - REGISTRATION

RESOLUTION 043/2026

Moved: Cr Danyal Syed

Seconded: Cr David Graham

That Council delegates authority to the Mayor to determine Council's representation at the Australian Local Government Association National General Assembly to be held 23–25 June 2026.

CARRIED

7.1.2 AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION (ALGWA) MEMBERSHIP 26/27

RESOLUTION 044/2026

Moved: Cr David Graham

Seconded: Cr Gil Kelly

That Council apply for membership of the Australian Local Government Women's Association (ALGWA) for the 2026/27 financial year.

CARRIED

7.2 BUSINESS

7.2.1 RELOCATION OF THE COOTAMUNDRA VISITOR INFORMATION CENTRE

RESOLUTION 045/2026

Moved: Cr Les Cooper

Seconded: Cr Rosalind Wight

That Council approves the relocation of the Cootamundra Visitors Information Centre from its current location to the Cootamundra Arts Centre, as detailed in the business case attached to the report.

CARRIED

7.2.2 COMMISSIONING OF A BRONZE STATUE HONOURING BOB HOLDER**RESOLUTION 046/2026**

Moved: Cr David Graham

Seconded: Cr Danyal Syed

- 1. Receive and note the outcomes of the Bob Holder Statue Community Feedback Survey.**
- 2. Defer the project pending identification of external funding or inclusion in a future Delivery Program and Operational Plan; and**
- 3. Invite the Cootamundra Rodeo Committee to consider leading the project independently, with Council officers to provide in-kind or administrative assistance where appropriate and subject to available resources.**

CARRIED

7.2.3 DRAFT PUBLIC INTEREST DISCLOSURE (INTERNAL REPORTING) POLICY**RESOLUTION 047/2026**

Moved: Cr Gil Kelly

Seconded: Cr Rosalind Wight

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

CARRIED

7.2.4 DELIVERY PROGRAM - OPERATIONAL PLAN QUARTERLY PROGRESS REPORT**RESOLUTION 048/2026**

Moved: Cr Danyal Syed

Seconded: Cr Les Cooper

The Delivery Program incorporating the Operational Plan 2025/2026, quarterly progress report, (2nd Quarter October to December), attached to the report, be received and noted.

CARRIED

7.2.5 SECTION 355 COMMITTEE MEETING MINUTES**RESOLUTION 049/2026**

Moved: Cr Gil Kelly

Seconded: Cr Penny Nicholson

The Minutes of the s.355 Committee Meetings, attached to the report, be received and noted.

CARRIED

7.3 FINANCE**7.3.1 FINANCE UPDATE - JANUARY 2026****RESOLUTION 050/2026**

Moved: Cr Les Cooper

Seconded: Cr Danyal Syed

That the Finance Update report for the month of January 2026, be noted.

CARRIED

7.3.2 RESTRICTED CASH RECONCILIATION - JANUARY 2026**RESOLUTION 051/2026**

Moved: Cr David Graham

Seconded: Cr Ethan Ryan

The Restricted Cash Reconciliation report for the period ending 31 January 2026, be received and noted.

CARRIED

7.3.3 QUARTERLY BUDGET REVIEW STATEMENT - DECEMBER 2025**RESOLUTION 052/2026**

Moved: Cr David Graham

Seconded: Cr Penny Nicholson

That Council:

- 1. Note the completion of the December 2025 Quarterly Budget Review.**
- 2. Adopt operating budget variations as outlined in the attachment totalling a net \$251,009.**
- 3. Adopt capital budget variations as outlined in the attachment totalling a net \$724,010.**

CARRIED

7.3.4 STRONGER COMMUNITIES FUND (SCF1) - UPDATE**RESOLUTION 053/2026**

Moved: Cr Penny Nicholson

Seconded: Cr Les Cooper

The Stronger Communities Fund (SCF1) update report, be noted.

CARRIED

7.3.5 INVESTMENT REPORT - JANUARY 2026

RESOLUTION 054/2026

Moved: Cr Danyal Syed

Seconded: Cr Rosalind Wight

The report detailing Council Cash and Investments as at 31st January 2026, be noted.

CARRIED

7.4 SUSTAINABLE DEVELOPMENT

Item 7.4.1 considered earlier in the meeting.

7.5 ENGINEERING COOTAMUNDRA

7.5.1 DRAFT ROAD SAFETY ACTION PLAN 2026-2030

RESOLUTION 055/2026

Moved: Cr Les Cooper

Seconded: Cr Ethan Ryan

1. That the Draft *Cootamundra-Gundagai Regional Council Road Safety Action Plan 2026–2030*, as attached to the report, be placed on public exhibition for a period of twenty-eight (28) days.
2. That a further report be presented to the Ordinary Meeting of Council scheduled for a future ordinary meeting, outlining any submissions received during the public exhibition period and seeking formal endorsement of the *Cootamundra-Gundagai Regional Council Road Safety Action Plan 2026–2030*.

CARRIED

7.5.2 COOTAMUNDRA ENGINEERING REPORT - JANUARY 2026

RESOLUTION 056/2026

Moved: Cr Logan Collins

Seconded: Cr Gil Kelly

That the Cootamundra Engineering Report for the month of January 2026 be noted.

CARRIED

7.6 ENGINEERING GUNDAGAI

7.6.1 GUNDAGAI ENGINEERING REPORT - JANUARY 2026

RESOLUTION 057/2026

Moved: Cr Les Cooper

Seconded: Cr Penny Nicholson

That the Gundagai Engineering Report for the month of January 2026 be noted.

CARRIED

At 7:52 pm, Cr Penny Nicholson left the meeting.

7.7 REGIONAL SERVICES GUNDAGAI**7.7.1 GUNDAGAI REGIONAL SERVICES REPORT - JANUARY 2026****RESOLUTION 058/2026**

Moved: Cr Les Cooper

Seconded: Cr David Graham

That the Gundagai Regional Services report for the month of January 2026 be noted.

CARRIED**7.8 REGIONAL SERVICES COOTAMUNDRA****7.8.1 COOTAMUNDRA REGIONAL SERVICES REPORT - JANUARY 2026****RESOLUTION 059/2026**

Moved: Cr David Graham

Seconded: Cr Gil Kelly

That the Cootamundra Regional Services report for the month of January be noted.

CARRIED

At 7:53 pm, Cr Penny Nicholson returned to the meeting.

8 MOTION OF WHICH NOTICE HAS BEEN GIVEN

Nil

9 QUESTIONS WITH NOTICE

Nil

10 CONFIDENTIAL ITEMS**10.1 CLOSED COUNCIL REPORT****RESOLUTION 060/2026**

Moved: Cr Penny Nicholson

Seconded: Cr Rosalind Wight

- 1. Council entered Closed Council at 7:56pm.**
- 2. Items 10.2, 10.3, 10.4 and 10.5 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 10.2, 10.3, 10.4 and 10.5 be withheld from the press and public.

CARRIED

10.2 HUMAN RESOURCES REPORT

RESOLUTION 061/2026

Moved: Cr David Graham

Seconded: Cr Penny Nicholson

That the confidential information in the Human Resources report be noted.

CARRIED

10.3 TENDER - COOTAMUNDRA WATER AND SEWER REPLACEMENT RFT2026/6

RESOLUTION 062/2026

Moved: Cr Rosalind Wight

Seconded: Cr Logan Collins

That Council accepts the tender from Benex Group Pty Ltd for the contract price of \$1,108,872.30 Inc GST.

CARRIED

10.4 TENDER - WATER AND SEWER MAINS REPLACEMENT IN GUNDAGAI RFT2026/7

RESOLUTION 063/2026

Moved: Cr Ethan Ryan

Seconded: Cr Penny Nicholson

That Council accepts the tender from Benex Group Pty Ltd for the contract price of \$1,013,022.25 Incl GST.

CARRIED

10.5 CONTAMINATED SOIL RECYCLING FACILITY - COOTAMUNDRA

RESOLUTION 064/2026

Moved: Cr Ethan Ryan

Seconded: Cr Logan Collins

That Council note:

1. The current leasing arrangements for Lot 562 & Part Lot 563 DP 881310, Treatment Works Lane, Cootamundra.
2. The updated information surrounding lease provisions and current outstanding matters relating to the Contaminated Soil Recycling Facility.

CARRIED

RESUMPTION OF OPEN COUNCIL MEETING

RESOLUTION 065/2026

Moved: Cr Danyal Syed

Seconded: Cr Les Cooper

That the Open Council meeting resume at 8:03pm.

CARRIED

ANNOUNCEMENT OF CLOSED COUNCIL RESOLUTIONS

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

The Meeting closed at 8:05pm

CHAIRPERSON

GENERAL MANAGER

5 MAYORAL MINUTES

5.1 MAYORAL MINUTE - COUNCILLOR ENGAGEMENTS - 17 FEBRUARY 2026 - 17 MARCH 2026

DOCUMENT NUMBER	462711
AUTHORISING OFFICER	Abb McAlister, Mayor
REPORTING OFFICER	Abb McAlister, Mayor
ATTACHMENTS	Nil

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

RECOMMENDATION

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

24 February 2026

Crs McAlister (Mayor), Wight (Deputy Mayor), Collins, Cooper, Graham, Kelly, Nicholson, Ryan and Syed attended an Ordinary Council Meeting and Workshop in Cootamundra.

Crs McAlister (Mayor), Wight (Deputy Mayor), Collins, Cooper, Graham, Kelly, Nicholson, Ryan and Syed attended a Demerger Transition Committee Meeting in Cootamundra.

Cr McAlister (Mayor) attended a catch-up meeting with the Demerger Transition Manager.

27 February 2026

Cr McAlister (Mayor) attended a Riverina Eastern Regional Organisation of Council (REROC) Board Meeting.

10 March 2026

Cr McAlister (Mayor) attended a RSL Richard Norden Planning Meeting.

Crs McAlister (Mayor), Wight (Deputy Mayor), Kelly, Nicholson, and Ryan attended a Demerger Transition Committee Meeting in Gundagai.

Crs McAlister (Mayor), Wight (Deputy Mayor), Kelly, Nicholson, and Ryan attended a Council Workshop in Gundagai.

11 March 2026

Cr Nicholson attended the Gundagai Seniors Week Morning Tea in Gundagai.

6 REPORTS FROM COMMITTEES

6.1 MINUTES OF THE DEMERGER TRANSITION COMMITTEE MEETING HELD ON TUESDAY 24 FEBRUARY 2026

REPORTING OFFICER	Peter Bascomb, Demerger Transition 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 Demerger Transition Committee Meeting held on Tuesday 24 February 2026

RECOMMENDATION

1. That the Minutes of the Demerger Transition Committee Meeting held on Tuesday 24 February 2026, attached to the report, be received and noted.
2. In consideration of the Demerger Transition Committee recommendations detailed in the minutes, Council endorses the following:
 - 2.1. Pertaining to Item 5.1.2 Formal Approval of Software Acquisition, that Council:
 - 2.1.1. Formally endorses the acquisition and implementation of Civica Altitude ERP and Magiq EDMS software systems for the proposed Cootamundra and Gundagai councils
 - 2.1.2. Approve exemptions, under section 55(3)(i) of the Local Government Act 1993, to the tendering requirements for the reasons stated in the report.

Minutes

DEMERGER TRANSITION COMMITTEE MEETING

ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA

4PM, TUESDAY 24th February, 2026

Administration Centres: 1300 459 689

**MINUTES OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL
DEMERGER TRANSITION COMMITTEE MEETING
HELD AT THE ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA
ON TUESDAY, 24 FEBRUARY 2026 AT 4PM**

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

IN ATTENDANCE: Cr Collins, Cr Cooper, Cr Syed, Peter Bascomb (Demerger Transition Manager), Roger Bailey (Interim General Manager)

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 APOLOGIES, LEAVE OF ABSENCE, AND AUDIO-VISUAL ATTENDANCE REQUESTS

2.1 APOLOGIES

Nil

2.2 LEAVE OF ABSENCE

Nil

2.3 AUDIO-VISUAL ATTENDANCE REQUESTS

Nil

3 DISCLOSURES OF INTEREST

Nil

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE DEMERGER TRANSITION COMMITTEE MEETING HELD ON TUESDAY 27 JANUARY 2026

COMMITTEE RESOLUTION

Moved: Cr Penny Nicholson

Seconded: Cr Gil Kelly

That the Minutes of the Demerger Transition Committee Meeting held on Tuesday 27 January 2026 be confirmed as a true and correct record of the meeting.

CARRIED

5 GENERAL MANAGER'S REPORT**5.1 GENERAL MANAGER OFFICE****5.1.1 COMMITTEE MEETING SCHEDULE****COMMITTEE RESOLUTION**

Moved: Cr Penny Nicholson

Seconded: Cr Ethan Ryan

That the Committee:

- 1. Alter its meeting schedule to be the second Tuesday of the month at a time to be determined by the Interim General Manager in consultation with the Chair prior to the issuing of the Committees business papers.**
- 2. Reschedule its next meeting to be on Tuesday 10 March 2026.**

CARRIED

Cr Syed arrived at 4:08pm.

5.1.2 FORMAL APPROVAL OF SOFTWARE ACQUISITION**COMMITTEE RESOLUTION**

Moved: Cr Gil Kelly

Seconded: Cr David Graham

The Committee recommends that Council:

- 1. Formally endorses the acquisition and implementation of Civica Altitude ERP and Magiq EDMS software systems for the proposed Cootamundra and Gundagai councils**
- 2. Approve exemptions, under section 55(3)(i) of the Local Government Act 1993, to the tendering requirements for the reasons stated in the report.**

CARRIED

Cr Wight arrived at 4.11pm.

5.1.3 DISPUTE RESOLUTION PANEL MEMBERSHIP EXPRESSION OF INTEREST**COMMITTEE RESOLUTION**

Moved: Cr Penny Nicholson

Seconded: Cr Ethan Ryan

That the Committee approves the Expression of Interest documentation for the Chair and Members of the Demerger Transition Dispute Resolution Panel attached to this report.

CARRIED

The Meeting closed at 4.22pm.

CHAIRPERSON

GENERAL MANAGER

7 GENERAL MANAGER'S REPORT

7.1 GENERAL MANAGER OFFICE

7.1.1 RECOMMENDATIONS FROM 10 MARCH MEETING OF THE DEMERGER TRANSITION COMMITTEE

DOCUMENT NUMBER	463503
REPORTING OFFICER	Peter Bascomb, Demerger Transition Manager
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 4.2 Proactive, practical Council leaders who are aligned with community needs and values
FINANCIAL IMPLICATIONS	There are no additional 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

RECOMMENDATIONS

1. **That Council authorises the Demerger Transition Committee the Authority to appoint the preferred consultant to undertake the review and update of the 2024 Financial Sustainability Plan and prepare new Financial Sustainability Plans, Long Term Financial Plans and Revenue Policies for the proposed successor Councils.**
2. **That Council:**
 - (a) **Note the report.**
 - (b) **Source a second-hand lime spreader up to a value of \$175,000 (ex GST) and report to Council for consideration, prior to purchase.**
 - (c) **Explore entering into a MOU with the neighbouring Council’s to utilise Council’s stabiliser at an agreed rate that ensures a commercial arrangement for the benefit of the parties.**
 - (d) **Explore a ‘shared service’ arrangement for the use of plant between the two future ‘new councils’.**

Introduction

This report provides the opportunity for Council to formally adopt the two recommendations from Demerger Transition Committee’s meeting of 10 March.

Discussion

At its February meeting, the Demerger Transition Committee (DTC) resolved to alter its meeting schedule to the second Tuesday of the month. This allows the DTC’s recommendations to be

considered by Council at its usual ordinary meeting scheduled for the fourth Tuesday of the month.

The Agenda for the Committee's 10 March 2026 meeting can be found on Council's website here: [Agenda of Demerger Transition Committee Meeting - Tuesday, 10 March 2026](#), while the draft minutes are available here: [Minutes of Demerger Transition Committee Meeting - Tuesday, 10 March 2026](#). Councillors will also find them on the Councillor Portal.

The DTC referred two recommendations to Council each of which Council should determine separately.

Financial Sustainability Plan

The local government financial environment has changed since 2024. Further, Council has undertaken several activities that change the basis on which a Financial Sustainability Plan (FSP) is based, including completing Asset Management Plans that provide more accurate estimates of asset life-cycle costs. Council will also be completing its FY27 operational plan which will provide more accurate estimate of anticipated costs of services given recent significant changes in cost drivers. Council will also complete its FY26 Annual Statements, providing an up-to-date snapshot of Council's financial health.

It is therefore imperative that Council update the FSPs for each of the successor councils.

At its March meeting, the DTC endorsed the draft Request for Tender (RfT) documentation that was attached to its Agenda. The Committee also recommended that Council authorise the Committee to select and appoint the preferred consultant to undertake the work.

It is that recommendation that is presented for Council's consideration.

Lime Spreader

Council's adopted FY26 Budget included the purchase of a second-hand, 10-tonne lime spreader to replace the 3-tonne lime spreader inherited from Gundagai Shire.

Given the intent was for the lime spreader to be part of a shared service and potentially a commercial enterprise provided by the proposed Gundagai Council, it was appropriate for the DTC to consider a business case for its acquisition.

The Committee recommended that Council proceed with the search for a suitable piece of equipment and to explore opportunities for its greater utilisation.

It is that recommendation that is presented for Council's consideration.

Financial

All FSP costs will be drawn from Council's allocated budget for the demerger. The purchase of a lime spreader was included in Council's adopted FY26 Operational Plan and Budget, which will need to be revoted if a suitable spreader is not found before 30 June.

OLG 23a Guideline consideration

N/a

7.1.2 RURAL AND REGIONAL SUMMIT 2026

DOCUMENT NUMBER	461484
REPORTING OFFICER	Teresa Breslin, Executive Assistant to Mayor and General Manager
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 4.4 Recognised as a premier local government Council that represents and advocates for community needs
FINANCIAL IMPLICATIONS	Total Est cost is \$3100, to be funded from applicable Executive and Councillor budgets.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Draft Program - Rural and Regional Summit 2026 ↓

RECOMMENDATION

The attendance of the Mayor and the Interim General Manager at the Rural and Regional Summit on 7th May 2026, be endorsed.

Introduction

The LGNSW Rural and Regional Summit will be held on Thursday 7 May 2026 at the Telstra Sydney Customer Insight Centre (CIC).

The 2026 LGNSW Rural & Regional Summit brings councils and community leaders together to explore the critical issues shaping rural and regional NSW, with focused discussions on health, water security, the impacts and implementation of Special Rate Variations and strengthening community resilience in the face of ongoing drought.

Discussion

The 2026 draft program is attached. At the time this report was created the final program and speaker line-up information was not available and is coming soon. Check the website for any updates at <https://lgsw.org.au/RuralRegional/RuralRegional>

Financial

Tickets - Early-bird (until 31 March) \$550 each.

Accommodation - Close proximity accommodation – \$500 per night.

Total estimated cost: \$1050.00 per attendee.

OLG 23a Guideline consideration

Does not conflict with guidelines.

Rural and Regional Summit 2026

Draft 2026 Program

*Program subject to change

Thursday 7 May 2026		
8.15am-9.00am	Registration Opens Arrival Refreshments – Foyer	
9.00am-9.05am	Conference Commences	Juanita Phillips, Summit MC
9.05am-9.15am	Welcome	Mayor Darcy Byrne, LGNSW President
9.15am-9.45am	Session 1	Hon Chris Minns MP, Premier of NSW [Invited]
9.45am-10.15am	Session 2	Hon Ron Hoenig MP, Minister for Local Government [Invited]
10.15am-10.45am	Morning Tea – Foyer	
10.45am-11.10am	Session 3	Hon Kellie Sloane MP, Leader of the Opposition [Invited] Hon Tim James MP, Shadow Minister for Local Government [Invited]
11.10am-12.10pm	Session 4 – Rural Health Panel Are we making progress	Scene setting Susanne Tegen, Chief Executive Officer, National Rural Health Alliance – Setting the Scene and Moderator [Invited] Panel • Dr Joe McGirr MP, Member for Wagga Wagga [Invited] • Hon Ryan Park MP, Minister for Health, Minister for Regional Health, and Minister for the Illawarra and the South Coast [Invited] • Hon Sarah Mitchell MLC, Shadow Minister for Health, Shadow Minister for Regional Health, and Shadow Minister for Mental Health [Invited] • Mayor Jarrod Marsden, Cobar Shire Council [Invited]
12.10pm-12.15pm	nbn Partner Address	

12.15pm– 1.15pm	Lunch Break – Foyer	
1.15pm– 2.05pm	Session 5 - Special Rate Variations	<p>Carmel Donnelly PSM, Chair, Independent Pricing and Regulatory Tribunal NSW [Invited]</p> <ul style="list-style-type: none"> • Case study: Tamworth, in 2024 approved for 36.3% over 2 years (Mayor Russell Webb) [Invited] • Case study: Gunnedah, in 2025 approved for 37.67% over 2 years (Mayor Colleen Fuller OAM) [Invited]
2.05pm– 2.55pm	Session 6 - Drought	<p>Panel - Drought impacts, response and building resilience</p> <ul style="list-style-type: none"> • Tanya Jolly, NSW State President, Country Women’s Association, NSW – Drought Relief Program [Invited] • Hon Tara Moriarty MLC, Minister for Agriculture, Minister for Regional New South Wales, and Minister for Western New South Wales [Invited] <p>Council case study: Snowy Valleys Council Mayor Julia Ham [Invited]</p>
2.55pm– 3.45pm	Session 7 – Water security and resilience	<p>Panel – Council water utilities and achieving water security</p> <ul style="list-style-type: none"> • Hon Rose Jackson MLC, Minister for Water [Invited] • Hon Steph Cooke MP, Shadow Minister for Water [Invited] <p>Showcasing council excellence: Cabonne Council Mayor Kevin Beatty [Invited]</p> <p>Water Directorate Update: Mayor Claire Pontin, MidCoast Council [Invited]</p>
3.45pm– 3.55pm	Final comments	<p>Juanita Phillips, MC wrap Mayor Darcy Byrne, LGNSW President</p>
4.00pm– 5.00pm	Networking Cocktails – Foyer	
5.00pm	Summit Concludes	

7.1.3 OLG REVIEW OF JOINT ORGANISATION (JO) FRAMEWORK

DOCUMENT NUMBER	463205
REPORTING OFFICER	Roger Bailey, Interim General Manager
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 4.2 Proactive, practical Council leaders who are aligned with community needs and values
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Letter from Minister for Local Government /OLG ↓ 2. Letter from Wagga Wagga City Council Mayor ↓

RECOMMENDATION

That Council:

- 1. Request the NSW Minister for Local Government to formally dissolve the Riverina Joint Organisation.**
- 2. Re-affirm its commitment to continuing with the Riverina Eastern Regional Organisation of Councils Inc. (REROC).**
- 3. Thank Wagga Wagga City Council for its offer to continue the Riverina Joint Organisation but decline this request.**

Introduction

The NSW Government, through the Office of Local Government, is currently reviewing the Joint Organisation (JO) framework to ensure that it continues to deliver value to councils and regional communities. The review is intended to provide greater flexibility in how councils collaborate at a regional level and to allow councils to consider whether existing JO arrangements remain appropriate.

As part of this process, councils have been invited to consider their future participation in Joint Organisations and to provide feedback on preferred arrangements for regional collaboration. This review presents an opportunity for councils within the Riverina to consider the future of the Riverina Joint Organisation and whether it continues to provide value to member councils.

Given the longstanding role of the Riverina Eastern Regional Organisation of Councils Inc. (REROC) as the primary vehicle for regional collaboration across the eastern Riverina, the review also provides an opportunity to consider whether the continued existence of the Riverina JO is necessary or whether regional collaboration is better supported through the existing REROC structure.

Discussion

Joint Organisations were established under the Local Government Act to strengthen collaboration between regional councils and to improve engagement between local government and the NSW Government. The intention of the model was to provide a formal structure through which councils could identify regional strategic priorities, coordinate advocacy and work collaboratively with State agencies on matters affecting their communities.

The Riverina Joint Organisation was established as part of this framework and included a number of councils from the eastern Riverina region. The JO was intended to provide a forum for regional strategic planning, advocacy and coordination between councils and State Government agencies.

Over time, however, the role and activity of the Riverina JO has diminished. Much of the regional collaboration and advocacy work has continued to be undertaken through the Riverina Eastern Regional Organisation of Councils Inc. (REROC), which has a long history of effective regional cooperation among councils in the eastern Riverina.

REROC has traditionally provided a practical and flexible platform for councils to work together on regional initiatives, advocacy, economic development, infrastructure planning and engagement with other levels of government. As a voluntary organisation, REROC has been able to operate efficiently and respond to regional priorities without the additional governance and administrative requirements associated with the statutory JO structure.

In recent years the Riverina JO has been largely inactive, with limited operational activity occurring. This has resulted in a situation where the statutory JO framework effectively duplicates the role already being undertaken by REROC, without delivering additional strategic or operational value.

REROC has met and considered the request by the Minister and determined to:

1. Request NSW Minister for Local Government to formally dissolve the Riverina Joint Organisation
2. Re-affirm strong commitment to continuing with the Riverina Eastern Regional Organisation of Councils Inc. (REROC)
3. That we seek a commitment that ROCs/Alliances and other non-JO regional entities are of equal significance and in terms of grant funding arrangements, And further;
4. Seek the endorsement of REROC Member Councils

Council has also recently been approached by Wagga Wagga City Council regarding the potential continuation of the Riverina Joint Organisation. Wagga Wagga City Council indicated a willingness to support the ongoing operation and resourcing of the JO and continue regional collaboration through that structure.

Following discussions amongst councillors of Cootamundra-Gundagai Regional Council, it was considered that remaining within the established REROC framework was the preferred option. Councillors recognised the long history and effectiveness of REROC as the primary platform for regional cooperation and advocacy across the eastern Riverina.

The Annual Fees paid to REROC include:

Year	Annual Fee
2025	\$45,254.00
2024	\$43,681.00
2023	\$41,800.00

Conclusion

The NSW Government's review of the Joint Organisation framework provides an appropriate opportunity to reconsider the future of the Riverina Joint Organisation. While the JO model was intended to strengthen regional collaboration, the experience within the eastern Riverina has been that the functions envisaged for the JO have largely been delivered through the existing REROC structure.

REROC has a long and successful history of facilitating collaboration between councils, advocating for regional priorities and engaging with government and other stakeholders. Continuing to utilise REROC as the primary vehicle for regional collaboration is considered to be the most practical and effective approach for councils in the region.

In this context, it is recommended that Council request the NSW Minister for Local Government to formally dissolve the Riverina Joint Organisation and reaffirm its commitment to continuing regional collaboration through the Riverina Eastern Regional Organisation of Councils Inc. This approach will streamline regional governance arrangements while ensuring that strong regional collaboration continues.

It is also appropriate to acknowledge and thank Wagga Wagga City Council for its willingness to support the continuation of the Riverina Joint Organisation and for its ongoing commitment to regional cooperation.

Expressions of Interest are to be provided to the OLG by 31 March 2026.

Financial

No financial implications.

OLG 23a Guideline consideration

Does not conflict with guidelines.

The Hon. Ron Hoenig MP

Leader of the House in the Legislative Assembly
Vice-President of the Executive Council
Minister for Local Government



Our Ref: A989543

His Worship the Mayor
Cr Abb McAlister
Cootamundra-Gundagai Regional
Council

Mr Roger Bailey
Acting General Manager
Cootamundra-Gundagai Regional
Council

via email: abb.mcalister@cgrc.nsw.gov.au , roger.bailey@cgrc.nsw.gov.au
cc: mail@cgrc.nsw.gov.au

Dear Cr McAlister and Mr Bailey,

I write to you regarding a refresh to the framework that governs Joint Organisations (JOs) in NSW.

While visiting councils across the State, I have heard clearly that the JO model is not delivering for all councils. Five of the 13 JOs are in hiatus and some councils wish to collaborate with different JOs than the ones they were assigned to in 2018. While some groups of Councils work very well within the JO format, others prefer to use Regional Organisations of Councils to collaborate.

As a former President of a Regional Organisation of Councils, I know first-hand that regional collaboration can deliver better policy outcomes and improved service delivery for communities – but only when it is voluntarily led by civic leaders in a region, who can see a political and organisational benefit from co-operating. Councils should be free to collaborate in a form they see fit, and I want to ensure the State is not putting unnecessary restrictions or requirements on how you may wish to come together.

I have asked the Office of Local Government to undertake a review of JO memberships and boundaries. Existing JOs that are in hiatus may apply to be wound up and councils may apply to join a different JO to the one they are currently in. Should metropolitan councils wish to form JOs, that can be considered through this process.

I intend that the arrangement of Joint Organisations produced through this review should be consistent for at least a period of four years in order to provide certainty to Government agencies that provide grants, as well as for strategic planning and organisational purposes. In the long-run, the Government intends to perform regular reviews of Joint Organisation memberships within 12 months of regularly scheduled Local Government elections.

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

02 7225 6150
nsw.gov.au/ministerhoenig

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To deliver this opportunity, I am seeking your advice and intention on whether your council wants to be a member of a JO, and the JO that it would like to join, create, withdraw from, or retain membership of.

I invite you, along with all councils in NSW, to provide this information back to OLG by **5pm, Tuesday 31 March 2026**. Based on your preferences, the NSW Government will then prepare a new suite of proclamations for the Governor to reset JO statuses, memberships, boundaries and governance arrangements for NSW.

By writing to every Lord Mayor and Mayor in the State, I am giving you an opportunity to talk to your colleagues and present me with a lasting, council-driven solution to regional collaboration.

I have asked Brett Whitworth PSM, Deputy Secretary of Office of Local Government in the Department of Planning, Housing and Infrastructure to organise a number of information sessions to help address any questions that you may have. More information on these sessions, and this process, will be available shortly.

Please provide your preferences directly to OLG at councilengagement@olg.nsw.gov.au. If you have any further questions, please contact OLG's Engagement team on 02 4428 4100 or your OLG Council Engagement Manager.

Yours sincerely,



The Hon. Ron Hoenig MP
Leader of the House in the Legislative Assembly
Vice-President of the Executive Council
Minister for Local Government

9 February 2026



OFFICE OF THE MAYOR

CITY OF WAGGA WAGGA

16 February 2026

Dear fellow Mayors

We have recently received correspondence from the Hon. Ron Hoenig asking Councils to express their preferences for their entity which will be used to collaborate with other Councils.

The purpose of this letter is to ask whether your Councils would be interested in a collaboration with Wagga City Council in addition to your existing arrangements. As explained below Wagga would cover the cost of operations in relation to the structure.

I note that Wagga would continue to be an associate in the Canberra Region Joint Organisation. What is proposed in this letter is additional.

By way of background, Wagga City Council has consistently represented to the Councils in the eastern Riverina region that all would be advantaged by a collective approach to regional strategy. We have for many years offered to fund a joint organisation for this purpose. This is not a model which has been supported by the other Councils. Currently the other Riverina Councils have asked that we look for ways to collaborate without a structure and Wagga City Council will actively participate in these forums.

We see an opportunity, however, for a collaboration between:

- Cootamundra Gundagai (and the two councils to emerge from the demerger)
- Snowy Valleys Council (and the two councils to emerge from the demerger)
- Wagga Wagga City Council

This could be achieved simply by Wagga and Cootamundra Gundagai remaining in the Riverina Joint Organisation while the remaining Councils exit. Snowy Valleys would be invited to join as an associate member. Wagga would offer to fund all costs of operating the joint organisation so it would be cost neutral for Cootamundra/Gundagai and Snowy Valleys aside from attendance costs in terms of travel etc.

Civic Centre
Cnr Baylis & Morrow Streets
Po Box 20 Wagga Wagga NSW 2650
Ph: (02) 6926 9111
mayor@wagga.nsw.gov.au



OFFICE OF THE MAYOR

CITY OF WAGGA WAGGA

While there are ample opportunities for joint strategic planning in terms of economic development linkages & advocacy, waste management, transport etc – one of the key benefits would be to support the demerger process. Efficiencies and collaborative strategies could be worked on by all three councils to achieve long term, sustainable results without compromising the autonomy of any of the Councils.

The letter from the Minister suggests a minimum time frame for the joint organisation being four years. We would suggest this term be adopted so the arrangement would have an end date. It would be prudent to be able to extend this by unanimous vote of all parties if the collaboration is proving to offer longer term value.

I would be grateful if your Council would consider this suggestion. If there is interest, we could meet to discuss it further.

Regards

A handwritten signature in black ink, appearing to read 'Dallas Tout', written over a light blue background.

Cr Dallas Tout
Mayor

Civic Centre
Cnr Baylis & Morrow Streets
Po Box 20 Wagga Wagga NSW 2650
Ph: (02) 6926 9111
mayor@wagga.nsw.gov.au

7.2 BUSINESS

7.2.1 SECTION 355 COMMITTEE MEETING MINUTES

DOCUMENT NUMBER	459071
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. CHCMC Minutes - 2 February 2026 ↓

RECOMMENDATION

The Minutes of the s.355 Committee Meetings, attached to the report, be received and noted.

Discussion

The Meeting Minutes of the following s.355 Committees, attached to the report are submitted for the information of Council and the community.

- The Cootamundra Heritage Centre Management s.355 Committee Meeting Minutes – 2 February 2026.

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

The report purpose does not conflict with guidelines

**THE REPORT AND RECOMMENDATIONS OF THE COOTAMUNDRA HERITAGE CENTRE
MANAGEMENT COMMITTEE MONTHLY MEETING HELD AT THE COOTAMUNDRA HERITAGE
CENTRE ON MONDAY 2 FEBRUARY 2026 COMMENCING AT 4.03PM**

Present: Ros Wight Chairperson, Betty Brown, Helen Hamilton Betti Punnett, Frances Redden, Leah Sutherland, Guest Gwen Norman.

Cootamundra Gundagai
Regional Council
Document Received
18 FEB 2026
File No.....

Apologies: Yvonne Forsyth , Michele Pigram

Disclosure of Interest: There was no disclosure of interest.

Welcome to Gwen Norman: Gwen Norman then spoke to members in detail re the Inland Rail project. Stockinbingal section to open September 2027. She invited members to view the video of the project in the Murray Street office at any time when open 8.30am-3.30pm. Multiple copies of handouts were provided for CHC visitors. Gwen was thanked for her very interesting presentation.

Minutes from the Previous Meeting: Moved Betti Punnett, seconded Helen Hamilton that the Minutes be confirmed. **CARRIED**

Business Arising: * Front door - problem of the door swinging open in the wind. Stronger hinges have been purchased.

* Storeroom shelving - Betti Punnett reported that on following up on question as to who owned the storeroom shelving (question asked 2025), she could find no reference to ownership in past CHC documentation. It was considered by members that CHC owned the shelving.

* Local museum group - Leah Sutherland reported that the group will be in Cootamundra Thursday 26 February 2026 Stephen Ward Rooms 10.00am - 2.00pm.

Financial Report: Frances Redden presented the Financial Report for December/January: CHC 281, children 24, \$360.20; EFTPOS \$91.45; Lucky Dips \$240.00; VIC 166; Souvenirs \$546.00; TOTAL **\$718.20** EFTPOS **\$529.45** **\$1247.65** Balance 31/01/26 **\$7414.85** Expenses: \$627.12 (Hat pins \$447.70) **TOTAL 2025 \$570.55** Moved Frances Redden, seconded Leah Sutherland.

CARRIED

CORRESPONDENCE: OUT - November Minutes. CSC - luncheon

IN - Nil

GENERAL BUSINESS: * Michael Pigram - members were pleased to hear Michele is slowly recovering. She may return to duty late in March. Members would be very happy to open up for Michele, put our all flags, etc and have the CHC open so Michele could sit and not have to be up moving around.

* *Gilgal* relics - Helen Hamilton and Betti Punnett attended the Working Bee sorting through boxes. As many as could be carried in both cars were then taken to Helen Hamilton's garage. Boxes of tins and bottles were sorted (CHC, Temora Rural Museum, discarded), but were taken to CHC for verification at meeting. **NB Egg box, Butter churn - 2 great items.** Members did not have time to look at bottles. Thank you to Helen Hamilton for cleaning/washing items. (SUMMIT items to be shredded by Elouera.)

* Leah Sutherland reported that the VIC move is stalled at present.

* Leah Sutherland reported that the building would be fumigated on Tuesday. The *Horse & Harness* gallery not to be opened.

* Members agreed that Frances Redden should be reimbursed for cost of computer ink and paper.

* Account *Mitre 10 Cootamundra* - An account has been opened at *Mitre 10* - to be accessed by Frances Redden and Betti Punnett.

* New presentations - Photocopies of photographs and advertisements of *Colmane & Sons* - accepted; 2 paintings - further information needed.

* There being no further business the meeting closed at 5.05pm and members inspected *Gilgal* items.

Betti Punnett Secretary **Next meeting: Monday 2 March 2026 4.00pm**

Should you have any item/s you wish to place on next month's meeting agenda, please notify me by 28 February 2026.

bettipunnett@bigpond.com 69421158 0429421158

7.2.2 RELATED PARTY DISCLOSURE POLICY

DOCUMENT NUMBER	460275
REPORTING OFFICER	Linda Wiles, Manager Business
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	Policy and related procedures are required to comply with Australian Accounting Standard AASB 124 Related Party Disclosures (AASB 124).
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Draft Related Party Disclosure ↓

RECOMMENDATION

That the reviewed and updated Related Party Disclosure Policy, attached to the report be adopted.

Introduction

A revision of this policy has been undertaken resulting in a minor change made to update Legislation.

Legislative References

Updated Local Government (General) Regulation from 2005 to 2021.

The objective of this policy is to provide guidance to Council in achieving compliance with the Local Government Act, section 413(3), which requires Council to prepare its General-Purpose Financial Statements in accordance with Australian Accounting Standards, and in relation to this policy, AASB 124 Related Party Disclosure.

Council desires to achieve compliance with applicable legislation and standards in the conduct of its responsibilities and activities. For Related Party Disclosures it seeks to ensure that the existence of certain related party relationships, related party transactions and information about the transactions, necessary for users to understand the potential effects on the Financial Statements are properly identified, recorded in Council's systems, and disclosed in Council's General Purpose Financial Statements in compliance with AASB 124, the Privacy and Personal Information Protection Act 1998 [PPIPA] and the Government Information (Public Access) Act 2009 [GIPAA].

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

The report purpose does not conflict with guidelines.



DRAFT Related Party Disclosure Policy

Policy Approval and Distribution

Approved by	Council resolution
Responsible Officer	Manager Business
Council Service Unit	Governance and Finance
Next Review Date	24 March 2029

Version Control

Ref	Date	Description	Council Resolution
1.0	22-05-2018	Adopted.	108/2018
1.1	03-10-2019	Minor formatting and position title changes to reflect changes in organisational structure and staff responsibilities.	N/A
1.2	28-07-2020	Section managers and public officer removed as KMP due to recommendations from the Audit Office.	204/2020
1.3	10-02-2026	Reviewed by Executive	Endorsed
1.4	18-02-2026	Reviewed by ManEx	Endorsed
1.5	24-03-2026	Presented to Council for adoption	

PURPOSE

This Policy aims to provide guidance to Council in achieving compliance with the Local Government Act, section 413(3), which requires Council to prepare its General-Purpose Financial Statements in accordance with Australian Accounting Standards, and in relation to this policy, AASB 124 Related Party Disclosures, July 2015 (AASB 124) in particular.

SCOPE

This Policy applies to Key Management Personnel (KMP), Close Family Members of KMP and Related Entities of Council.

PRINCIPLES

Council desires to achieve compliance with applicable legislation and standards in the conduct of its responsibilities and activities. For Related Party Disclosures it seeks to ensure that the existence of certain related party relationships, related party transactions and information about the transactions, necessary for users to understand the potential effects on the Financial Statements are properly identified, recorded in Council’s systems, and disclosed in Council’s General Purpose Financial Statements in compliance with AASB 124, the Privacy and Personal Information Protection Act 1998 [PPIPA] and the Government Information (Public Access) Act 2009 [GIPAA].

POLICY STATEMENT

Council, in complying with disclosure requirements in AASB 124, will;

- (1) identify related party relationships, related party transactions and ordinary citizen transactions;
- (2) identify information about the related party transactions for disclosure;
- (3) establish systems to capture and record the related party transactions and information about those transactions;
- (4) identify the circumstances in which disclosure of the items in subparagraphs (1) and (2) are required; and
- (5) determine the disclosures to be made about those items in the General Purpose Financial Statements for the purpose of complying with AASB 124.

DEFINITIONS

Arm's length terms

Terms between parties that are reasonable in the circumstances of the transaction that would result from:

- (a) neither party bearing the other any special duty or obligation; and
- (b) the parties being unrelated and uninfluenced by the other; and
- (c) each party having acted in its own interest.

Associate

In relation to an entity (the first entity), an entity over which the first entity has significant influence.

Close family members or close members of the family

In relation to a KMP, family members who may be expected to influence, or be influenced by that KMP in their dealings with Council including:

- (a) that person's children and spouse or domestic partner;
- (b) children of that person's spouse or domestic partner; and
- (c) dependants of that person or that person's spouse or domestic partner.

For the purpose of AASB 124, close family members could include extended members of a family (such as, without limitation, parents, siblings, grandparents, uncles/aunts or cousins) if they could be expected to influence, or be influenced by, the KMP in their dealings with Council.

Control

Control of an entity is present when there is:

- (a) power over the entity; and
- (b) exposure or rights to variable returns from involvement with the entity; and
- (c) the ability to use power over the entity to affect the amount of returns received

as determined in accordance with AASB 10 Consolidated Financial Statements, Paragraphs 5 to 18, Appendices A (Defined Terms) and B (Application Guidance).

Joint control

The contractually agreed sharing of control of an arrangement, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.

Joint venture

An arrangement of which two or more parties have joint control and have right to the net assets of the arrangement.

Joint venturer

A party to a joint venture that has joint control of that joint venture.

Key Management Personnel (KMP)

Person(s) having authority and responsibility for planning, directing and controlling the activities of Council. Specifically, KMP of Council are the:

- (a) Mayor;
- (b) Councillors;
- (c) General Manager;
- (d) Deputy General Manager.

Ordinary citizen transactions

Transactions that an ordinary citizen would undertake with Council, which is undertaken on arm's length terms and in the ordinary course of carrying out Council's functions and activities.

Examples of ordinary citizen transactions assessed to be not material in nature are:

- (a) paying rates and utility charges;
- (b) using Council's public facilities after paying the corresponding fees.

Related party

A person or entity that is related to Council pursuant to the definition contained in AASB 124, Paragraph 9. Examples of related parties of Council are:

- (a) Council subsidiaries;
- (b) KMP;
- (c) close family members of KMP;
- (d) entities that are controlled or jointly controlled by KMP or their close family members.

Related party transaction

A transfer of resources, services or obligations between the Council and a related party, regardless of whether a price is charged.

Examples of related party transactions are:

- (a) purchases or sales of goods;
- (b) purchases or sales of property and other assets;
- (c) rendering or receiving of services;
- (d) rendering or receiving of goods;
- (e) leases;
- (f) transfers under licence agreements;
- (g) transfers under finance arrangements (example: loans);
- (h) provision of guarantees (given or received);
- (i) commitments to do something if a particular event occurs or does not occur in the future;
- (j) settlement of liabilities on behalf of Council or by Council on behalf of that related party.

Related party transaction notification (disclosure)

Notification of a disclosure made on the document entitled Related Party Disclosure by Key Management Personnel in the form set out in Attachment A.

Significant influence

The power to participate in the financial and operating policy decisions of another entity but is not control or joint control of those policies, as determined in accordance with Australian Accounting Standard AASB 128 Investments in Associates and Joint Ventures, Paragraphs 3, 5 and 6.

PROCEDURES

1 AASB 124 DISCLOSURE REQUIREMENTS

1.1 Disclosures

To comply with AASB 124, for annual periods beginning on or after 1 July 2017, Council will make the following disclosures in its General Purpose Financial Statements:

- (a) Relationships between Council and its subsidiaries, irrespective of whether there have been transactions between them.¹
- (b) Key management personnel (KMP) compensation in total and for each of the following categories:^{2 3}
 - (i) short-term employee benefits;
 - (ii) post-employment benefits;
 - (iii) other long term benefits; and
 - (iv) termination benefits.
- (c) Amounts incurred by Council for the provision of KMP services that are provided by a separate management entity.⁴
- (d) The information specified in Section 1.2 for related party transactions with the following persons during the periods covered by the Financial Statement:⁵
 - (i) Council subsidiaries;
 - (ii) entities who are associates of Council or of a Council subsidiary;
 - (iii) joint ventures in which Council or a Council subsidiary is a joint venturer;
 - (iv) Council's KMP;
 - (v) other related parties, comprising:
 - (a) a close family member of a KMP of Council;
 - (b) entities controlled or jointly controlled by a KMP of Council;
 - (c) entities controlled or jointly controlled by a close family member of a KMP of Council;
 - (d) other entities as specified in AASB 124, paragraph 9(b)(iii), (iv), (v) and (viii),

1.2 Disclosed Information

For each category of related parties specified in Section 1.1(d), Council will disclose the following information in Council's General Purpose Financial Statements:

- (a) the nature of the related party relationship;
- (b) the amount of the transactions;
- (c) the amount of outstanding balances, including commitments, and:
 - (i) their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in settlement; and
 - (ii) details of any guarantees given or received;
- (d) provisions for doubtful debts related to the amount of outstanding balances; and
- (e) the expense recognised during the period in respect of bad or doubtful debts due from related parties.

¹ See AASB 124, paragraphs 13, Aus13.1, 14, 15, and 16.

² See AASB 124, paragraphs 17 and 17A.

³ Note: This requirement is in addition and separate to the disclosure of senior management remuneration in Council's annual report, pursuant to the *Local Government (General) Regulation 2021*, clause 217.

⁴ See AASB 124, paragraph 18A.

⁵ See AASB 124, paragraphs 18 to 24.

1.3 Disclosed in Aggregate or Separate

For each related party category specified in Section 1.1(d), Council will disclose information specified in Section 1.2 for related party transactions of a similar nature in aggregate except when separate disclosure is necessary for an understanding of the effects of related party transactions on the Financial Statements of Council, having regard to the following criteria:

- (a) the nature of the related party relationship;
- (b) the significance of the transaction (individually or collectively) in terms of size or value (including where the materiality arises due to the fact that no consideration for the transaction is given or received by Council);
- (c) whether the transaction is carried out on non-arm's length terms;
- (d) whether the nature of the transaction is outside normal day-to-day business operations, based on the factors and thresholds under the direction of the Responsible Accounting Officer in consultation with Council's external auditor.

2 IDENTIFYING COUNCIL RELATED PARTY RELATIONSHIPS AND TRANSACTIONS

2.1 Identification

The Responsible Accounting Officer is responsible for identifying Council subsidiaries, associates and joint ventures (incorporated and unincorporated) from the Related Entities Register, a document which is prepared to substantiate Note 19 of the Financial Statements "Interests in Other Entities".

2.2 Control or Joint Control

To determine whether Council has control or joint control of an entity, the Responsible Accounting Officer is responsible for applying Australian Accounting Standards AASB 10 Consolidated Financial Statements and AASB 11 Joint Arrangements.

2.3 Associate or Joint Venture

To determine whether an entity is an associate of, or in a joint venture with, Council or a Council subsidiary the Responsible Accounting Officer is responsible for applying AASB 128 investments in associates and joint ventures.

2.4 Electronic Investigation

The Responsible Accounting Officer is responsible for investigating through Council's business system whether any identified Council subsidiaries, associates or joint ventures have an existing related party transaction with Council.

2.5 Information Extraction

The Responsible Accounting Officer is responsible for identifying and extracting information specified in Section 1.2 against each existing related party transaction in Council's business systems for the purpose of recording the related party transactions and associated information in a register of related party transactions.

2.6 Manual Investigation and Recording of Information

For related party transactions that are not captured by Council's business systems, the Responsible Accounting Officer is responsible for manually reviewing the transactional documentation and record the information specified in Section 1.2 for the subject transaction in the register of related party transactions.

3 IDENTIFYING RELATED PARTY TRANSACTIONS WITH KMP AND THEIR CLOSE FAMILY MEMBERS

3.1 Related Party Disclosures

KMP must provide a Related Party Disclosure in the form set out in Attachment A, notifying any existing or potential related party transactions between Council and either themselves, their close family members or entities controlled or jointly controlled by them or any of their close family members, subject to Section 3.5, to the Governance Officer by no later than the following periods during a financial year (*specified notification period*):

- (a) 30 days after the commencement of the application of this Policy;
- (b) 30 days after a KMP commences their term or employment with Council; and
- (c) 30 June each year.

3.2 Related Party Disclosure Form

At least 30 days before a specified notification period, the Governance Officer will provide KMP with a Related Party Disclosure Form (Attachment A) and a Privacy Collection Notice (Attachment B).

3.3 Additional Related Party Disclosures

If at any other time a KMP becomes aware of:

- (a) any new or potential related party transaction that is required or likely to be required to be disclosed in the Council's financial statements; or
- (b) any change to a previously notified related party transaction (including a change to a related party relationship),

The KMP must provide additional Related Party Disclosures notifying of the new or potential related party transactions or changes, by no later than 30 days after the KMP becomes aware of the transaction or change.

3.4 Suspected Related Party Transaction

If a KMP suspects that a transaction may constitute a Related Party Transaction, the KMP should provide a Related Party Disclosure to the Governance Officer for consideration and determination.

3.5 Other Notifications

The notification requirements in Section 3 are in addition to the notifications a KMP must make to comply with:

- (a) the *Code of Conduct*
- (b) the disclosure of interests in a written return pursuant to section 450A of the *Local Government Act 1993 and Local Government (General) Regulation 2021*.

3.6 Exclusions

The notification requirements in Section 3 do not apply to:

- (a) related party transactions that are ordinary citizen transactions not assessed as being material as determined under Section 4; and
- (b) expenses incurred and facilities provided to the Mayor and Councillors during the financial year under Council's *Payment of Expenses and Provision of Facilities to Mayor and Councillors' Policy*, the particulars of which are contained in Council's Annual Report pursuant to the *Local Government (General) Regulation 2021*, clause 217.

3.8 Information Extraction

The Responsible Accounting Officer is responsible for identifying information specified in Section 1.2 against each notified related party transaction in Council's business systems for the purpose of recording the related party transactions and associated information in the register of related party transactions.

3.9 Other Sources of Information

To ensure all related party transactions are captured and recorded, the Responsible Accounting Officer is responsible for reviewing, if required, other sources of information held by Council including, without limitation:

- (a) a register of interests of a KMP and of persons related to the KMP;
- (b) minutes of Council and committee meetings;
- (c) Council's Contracts' Register.

3.10 Manual Investigation and Recording of Information

For notified related party transactions that are not captured by Council's business systems, the Responsible Accounting Officer is responsible for manually reviewing the transactional documentation and recording the information specified in Section 1.2 for the subject transaction in the register of related party transactions.

4 ORDINARY CITIZEN TRANSACTIONS

4.1 Non-material in Nature

A KMP is not required to notify in a related party disclosure and Council will not disclose in its Financial Statements, related party transactions that are ordinary citizen transactions assessed to be not material in nature.

4.2 Material in Nature

A KMP is required to notify in a related party disclosure and Council will disclose in its Financial Statements in accordance with Section 1, related party transactions that are ordinary citizen transactions assessed to be material in nature.

4.3 Materiality Assessment

The Responsible Accounting Officer is responsible for reviewing and assessing the materiality of related party transactions that are ordinary citizen transactions to determine whether the disclosure of such transactions are necessary for an understanding of the effects of the related party transactions on the Financial Statements having regard to the criteria specified in Section 1.3.

As a general rule, Council will utilise \$5,000 as the threshold for materiality.

4.4 Information Extraction

The Responsible Accounting Officer is responsible for identifying information specified in Section 1.2 against each notified related party transaction that is an ordinary citizen transaction assessed as being material in nature in Council's business systems for the purpose of recording the related party transactions and associated information in a register of related party transactions.

5 REGISTER OF RELATED PARTY TRANSACTIONS

5.1 Maintain a Register

The Responsible Accounting Officer is responsible for maintaining and keeping up to date a register of related party transactions that captures and records the information specified in Section 1.2 for each existing or potential related party transaction (including ordinary citizen transactions assessed as being material in nature) during a financial year.

5.2 Contents of Register

The contents of the register of related party transactions must detail for each related party transaction:

- (a) the description of the related party transaction;
- (b) the name of the related party;
- (c) the nature of the related party's relationship with Council;
- (d) whether the notified related party transaction is existing or potential;
- (e) a description of the transactional documents the subject of the related party transaction;
- (f) the information specified in Section 1.2.

The Responsible Accounting Officer is responsible for ensuring that the information specified in Section 1.2 is disclosed in Council's Financial Statements to the extent, and in the manner stipulated by AASB 124, subject to Section 1.3.

6 INFORMATION PRIVACY

6.1 Confidential

The following information is classified as confidential and is not available for inspection by or disclosure to the public, including through a GIPAA application:

- (a) information (including personal information) provided by a KMP in a related party disclosure; and
- (b) personal information contained in a register of related party transactions.

6.2 When Consent is Required

Except as specified in this Policy, Council and other permitted recipients will not use or disclose personal information provided in a related party disclosure by a KMP or contained in a register of related party transactions for any other purpose or to any other person except with the prior written consent of the subject KMP.

6.3 Permitted Recipients

The following persons are permitted to access, use and disclose the information (including personal information) provided in a related party disclosure or contained in a register of related party transactions for the purposes specified in Section 6.4:

- (a) the General Manager;
- (b) the Responsible Accounting Officer,
- (c) Manager Business
- (d) Governance Officer
- (e) Internal Auditor;
- (f) an Auditor of Council (including an Auditor from the NSW Auditor General's Office);
- (g) Other Officers as delegated by the General Manager.

6.4 Permitted Purposes

A person specified in Section 6.3 may access, use and disclose information (including personal information) in a related party disclosure or contained in a register of related party transactions for the following purposes:

- (a) to assess and verify a notified related party transaction;
- (b) to reconcile identified related party transactions against those notified in a related party disclosure or contained in a register of related party transactions;

- (c) to comply with the disclosure requirements of AASB124;
 - (d) to verify compliance with the disclosure requirements of AASB 124.
- 6.5** An individual may access their personal information provided by a KMP in a related party disclosure or contained in a register of related party transactions in accordance with *Council's Privacy Management Plan*.

7 GOVERNMENT INFORMATION (PUBLIC ACCESS) [GIPAA] STATUS

7.1 No Public Inspection

The following documents are not open to or available for inspection by the public:

- (a) related party disclosures provided by a KMP; and
- (b) a register of related party transactions.

7.2 Not GIPAA - accessible

A GIPAA application seeking access to:

- (a) a document or information (including personal information) provided by a KMP in a related party disclosure; or
- (b) personal information contained in a register of related party transactions;

will be refused on the grounds the document or information comprises information for which there is an overriding public interest against disclosure pursuant to Section 14 of GIPAA.

7.3 Transactional Documentation

A GIPAA application seeking access to and release of transactional information and documentation the subject of a related party transaction with Council will be considered, assessed and determined in accordance with Council's usual procedures regarding applications made under GIPAA.

LEGISLATIVE REFERENCES

Local Government Act 1993 and Local Government (General) Regulation 2021,
Accounting Standard AASB 124 July 2015 Related Party Disclosures
Privacy and Personal Information Protection Act 1998 [PPIPA]
Government Information (Public Access) Act 2009 [GIPAA].

RELATED POLICIES / PROCEDURES

Code of Conduct

Payment of Expenses and Provision of Facilities to Mayor and Councillors' Policy

Privacy Management Plan

7.3 FINANCE

7.3.1 FINANCE UPDATE - FEBRUARY 2026

DOCUMENT NUMBER	462860
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

That the Finance Update report for the month of February 2026, be noted.

Report

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

Operations

Income

The operational income is at 76% 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	\$391,016	\$445,000	88%	😊	
Business Department	\$96,670	\$240,000	40%	😐	Budget includes Library Grants, VIC and other Community Services Grants to be received.
Engineering Cootamundra	\$2,310,064	\$3,114,989	74%	😊	Estimated \$1.4m expected from State Roads in coming weeks.
Engineering Gundagai	\$421,835	\$829,988	51%	😐	
Executive Department	\$146,856	\$40,000	367%	😊	High due to Workers Comp Insurance bonus received.
Finance Department	\$4,401,834	\$9,390,295	47%	😊	
Rates Cootamundra	\$6,930,098	\$7,287,312	95%	😊	This includes budget for Pension Rebate Subsidy for 2026. To be corrected in Dec 25 QBR.

Department	Income Actual	Income Budget	Variance	Result	Comment
Rates Gundagai	\$4,789,534	\$4,799,875	100%	😊	This includes budget for Pension Rebate Subsidy for 2026. To be corrected in Dec 25 QBR
Services Cootamundra	\$3,220,569	\$3,733,588	86%	😊	Includes Waste Charges Received
Services Gundagai	\$1,375,406	\$1,741,700	79%	😊	Includes Waste Charges Received
Sewer Cootamundra	\$2,272,635	\$3,204,437	71%	😊	
Sewer Gundagai	\$603,909	\$895,677	67%	😊	
Water Cootamundra	\$3,380,829	\$3,777,200	90%	😊	
Water Gundagai	\$1,699,436	\$1,913,587	89%	😊	
Plant Hire - Gundagai	\$865,772	\$1,596,000	54%	😐	
Plant Hire - Cootamundra	\$1,311,738	\$2,204,000	60%	😐	
Total	\$34,218,200	\$45,213,647	76%		

Expenditure

Operational Expenditure is at 59% when comparing actual to budget.

Department	Expense Actual	Expense Budget	% Spent	Result	Comment
Building Department	\$953,750	\$1,886,675	51%	😊	
Business Department	\$2,353,622	\$4,577,884	51%	😊	
Engineering Cootamundra	\$5,507,818	\$10,764,708	51%	😊	
Engineering Gundagai	\$2,788,299	\$4,454,380	63%	😊	
Executive Department	\$1,252,085	\$2,600,713	48%	😊	
Finance Department	\$9,967,919	\$11,033,752	90%	😊	
Services Cootamundra	\$2,997,108	\$6,232,936	48%	😊	
Services Gundagai	\$1,712,120	\$2,926,363	59%	😊	
Sewer Cootamundra	\$566,435	\$2,237,237	25%	😐	Capital projects prioritised over water & sewer for first half of 2026FY.
Sewer Gundagai	\$604,024	\$1,528,624	40%	😐	Capital projects prioritised over water & sewer for first half of 2026FY.
Water Cootamundra	\$2,114,337	\$3,431,089	62%	😊	
Water Gundagai	\$478,927	\$1,713,593	28%	😐	Grant Funded Capital projects prioritised over water & sewer for first half of 2026FY.
Total	\$31,296,445	\$53,387,954	59%		

Capital

Income

Capital income is at 68% of budget when comparing actual to budget.

Asset Category	Total YTD.	Budget	% Received	Result	Comments
Plant & Equipment - Cootamundra	\$203,563.10	\$325,000	63%	😊	
Plant & Equipment - Gundagai	\$146,245.90	\$325,000	45%	😊	
Property Disposal – Cootamundra	\$0		0%	😊	
Property Disposal – Gundagai	\$0	\$0	0%	😊	
Dog on the Tuckerbox larger parcel of land	\$400,000	\$457,500	0%	😊	Annie Pyers Drive still being subdivided.
TOTAL	\$749,809	\$1,107,500	68%		

Expenditure

Capital expenditure is at 37% of budget when comparing actual to budget.

	Total	Budget	% Spent		Comments
Cootamundra Land	\$7,537	\$245,000	3%	😐	Aerodrome Project Planning
Cootamundra Plant	\$1,179,492	\$1,490,000	79%	😊	
Cootamundra Roads	\$970,536	\$2,727,554	36%	😐	Capital Works program started November 2025 expected completion April 26. Program on schedule.
Cootamundra Building	\$50,552	\$819,757	6%	😐	Fisher Park Amenities and Showground Evac Centre Commencing. Mitchell Park Canteen has received quotes.
Cootamundra Recreation	\$51,252	\$95,165	54%	😊	
Cootamundra Waste	\$0	\$0	0%	😊	Nil Budget
Cootamundra Bridges	\$0	\$20,000	0%	😐	Bridge investigation TBC
Cootamundra Water	\$177,028	\$932,427	19%	😊	
Cootamundra Sewer	\$2,053,760	\$3,403,000	60%	😊	
Cootamundra Demerger	\$120,564	\$1,500,000	8%	😐	Actual shows current year exp

Cootamundra PROPERTY	\$1,500	\$50,000	0%	☹️	Cemetery Masterplan TBC
Gundagai Bridges	\$55,942	\$203,433	27%	😊	
Gundagai Building	\$156,301	\$570,637	27%	😊	
Gundagai Demerger	\$120,564	\$1,500,000	8%	☹️	Actual shows current year exp
Gundagai Plant	\$859,422	\$1,300,000	66%	😊	
Gundagai PROPERTY	\$16,600	\$120,994	0%	☹️	Exp on Cemetery Toilet Block
Gundagai Recreation	\$81,166	\$738,000	11%	☹️	Gundagai Pool –checking operating expenditure for capital.
Gundagai Roads	\$1,617,241	\$2,573,196	63%	😊	
Gundagai Sewer	\$254,497	\$1,330,000	19%	☹️	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	\$1,775,876	\$5,703,959	31%	😊	
IT	\$0	\$50,000	0%	☹️	No IT purchases to date
Total	\$9,549,831	\$26,093,122	37%		

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 (\$)
Consultant	6,199	
Legal Fees	2,465	-
Other	593	-
Software Upgrades and Training	149,496	53,944
Wages and Allowances	84,975	
Total	243,728	53,944
Grand Total	383,760	53,944

7.3.2 RESTRICTED CASH RECONCILIATION - FEBRUARY 2026

DOCUMENT NUMBER	460808
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	CGRC is compliant with OLG legislation but does not have sufficient cash to cover both externally & internally restricted reserves. This presents an audit risk that must be considered in assessing CGRC's financial stability and going concern.
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 28 February 2026, be received and noted.

Report

The restricted cash figures have been reconciled to 28 February 2026 as shown in the below table.

Internally Restricted Reserves	Bal 30 Jun 2025	Transfers To	Transfers From	Bal 28 Feb 2026
Aerodrome Bitumen Resurfacing	165,588		(4,800)	160,788
Bradman's Birthplace	76,337		-	76,337
Cootamundra Caravan Park	191,419		(4,112)	187,307
Heritage Centre	28,621		(2,739)	25,882
Development - Land & Buildings	1,767,204		(583)	1,766,621
Employee Leave Entitlements	1,536,363		-	1,536,363
Quarries & Pit Restoration	286,225		(15,549)	270,676
Plant Replacement	2,749,019	2,510,722	(3,004,738)	2,255,003
Cemetery	37,963	305,743	(228,660)	115,046
Southern Phone	540,143		-	540,143
Waste Management	500,000		-	500,000
Dog on Tuckerbox Land		400,000	(32,500)	367,500
Total Internal	7,878,881	3,216,465	(3,293,681)	7,801,666

As per Resolution 039/2026 the \$32,500 taken from 'Dog on Tuckerbox Land' is for Gundagai RSL's - Richard Norden Memorial Project.

Externally Restricted Reserves	Bal 30 Jun 2025	Transfers To	Transfers From	Bal 28 Feb 2026
Domestic Waste	1,970,948	1,974,241	(1,145,669)	2,799,519
Water Supply	7,807,419	2,910,473	(3,071,302)	7,646,590
Sewerage Service	5,928,360	1,854,380	(2,703,299)	5,079,442
Stormwater Infrastructure Renewal	517,986	64,099	(142,740)	439,345
Developer Contributions - General	1,293,961	96,268		1,390,229
Developer Contributions - Sewer	403,000	12,184		415,184
General Fund Unspent Grants & Contributions	1,286,229	186,927	(219,844)	1,253,312
RERRF, SCF Rd1, OLG Flood Unspent Grants	3,564,519		(1,438,794)	2,125,725
Total External	22,772,423	7,098,572	(8,721,648)	21,149,347
TOTALS	30,651,304	10,315,037	(12,015,329)	28,951,013

Restricted Cash Reconciliation

Cash at Bank - 28 February 2026	27,726,262
Less:	
Externally Restricted Reserves	(21,149,347)
Add:	
Grant Debtors and Contract Asset Outstanding	440,612
Unrestricted Cash	<u>7,017,527</u>

Less:	
Internally Restricted Allocations	(7,801,666)
Net Balance	(784,138)

Financial

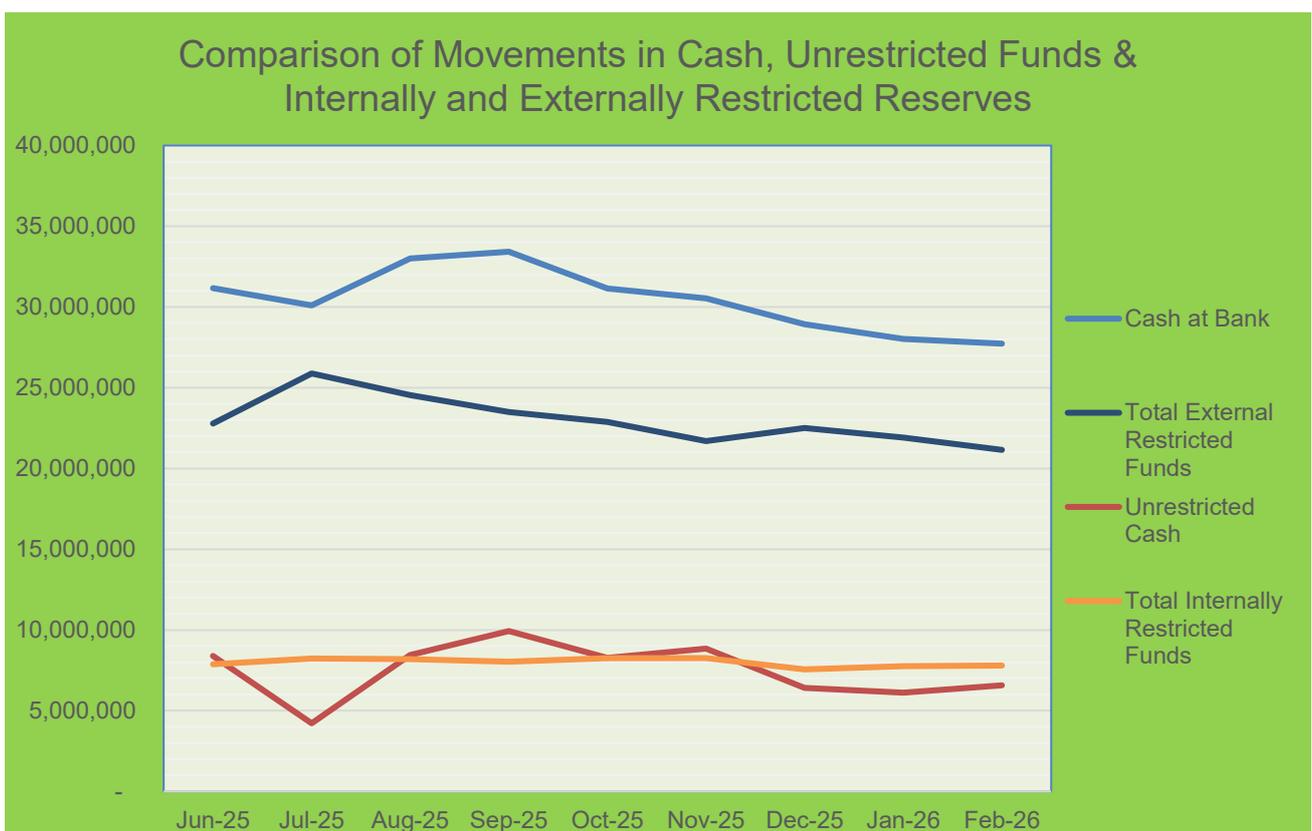
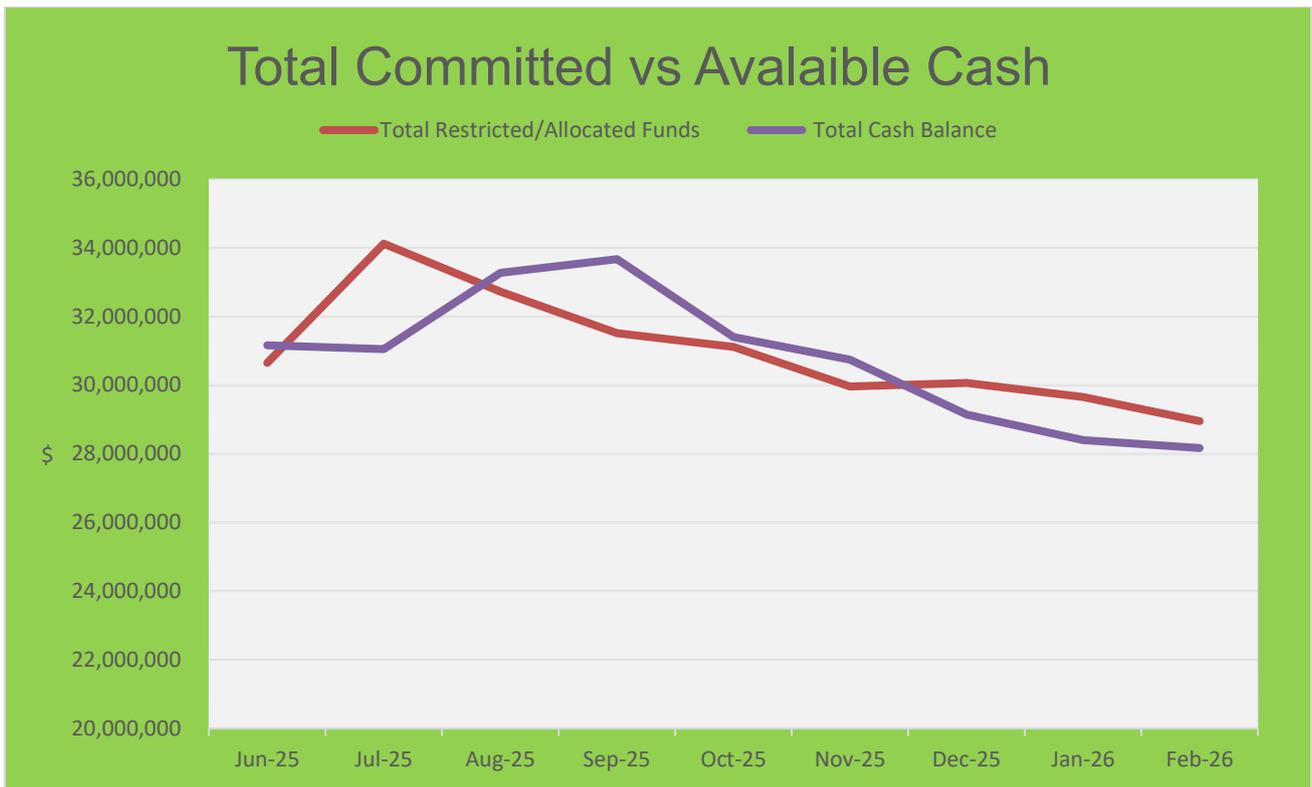
CGRC is compliant with OLG legislation having Unrestrictive Cash of \$7M on 28 February 2026. However, council does not currently have sufficient funds to cover Internally Restricted Allocations, with a shortfall of \$784k. The shortfall has reduced from the previous months balance of \$1.24m.

RMCC claim for payment of \$1.41m for works completed has been lodged with NSW State Roads and should be received this month. Further monitoring of income and expenditure will still be required, but this may improve cash on hand for the end of March 2026.

As per Resolution 039/2026 the \$32,500 taken from ‘Dog on Tuckerbox Land’ for Gundagai RSL - Richard Norden Memorial Project.

OLG 23a Guideline consideration

Report purpose does not conflict with guidelines.



7.3.3 INVESTMENT REPORT - FEBRUARY 2026

DOCUMENT NUMBER	460800
REPORTING OFFICER	Damian Smith, Accountant
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Collaborative and progressive leadership 4.1 A clear strategic direction that is delivered upon
FINANCIAL IMPLICATIONS	Council’s cash and investment portfolio decreased \$301,233.73 from \$28,027,496.03 as at 31st January 2026 to \$27,726,262.30 as at 28th February 2026.
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 28th February 2026, be 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 \$301,233.73 from \$28,027,496.03 as at 31st January 2026 to \$27,726,262.30 as at 28th February 2026.

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	BBB	A2	JUDO	At Maturity	17-09-25	17-03-26	181	4.30	3.97	\$3,000,000.00
TD	AA-	A1+	NAB	At Maturity	08-10-25	07-04-26	181	4.24	3.97	\$3,000,000.00
TD	BBB	A3	Heartland	At Maturity	19-11-25	19-05-26	181	4.40	3.97	\$3,000,000.00
TD	A-	A2	Rabobank	At Maturity	03-12-25	02-06-26	181	4.42	3.97	\$3,000,000.00
TD	BBB	A3	Heartland	At Maturity	20-01-26	21-07-26	182	4.65	3.97	\$1,000,000.00
TD	BBB	A3	Heartland	At Maturity	28-01-26	27-10-26	272	4.75	3.97	\$3,000,000.00
TD	A-	A2	Rabobank	At Maturity	03-02-26	04-08-26	182	4.48	3.97	\$3,000,000.00
TD	BBB	A2	Beyond Bank Australia	At Maturity	10-02-26	12-05-26	91	4.45	3.97	\$3,000,000.00
TD	AA-	A1+	NAB	At Maturity	10-02-26	11-08-26	182	4.55	3.97	\$1,000,000.00
CASH	AA-	A1+	CBA	Monthly				3.15	3.85	\$1,022,888.48
CASH	AA-	A1+	CBA	Monthly				3.15	3.85	\$3,677,813.09
CASH	AA-	A1+	NAB	Monthly				3.10	3.85	\$25,560.73
Total										\$27,726,262.30

Performance

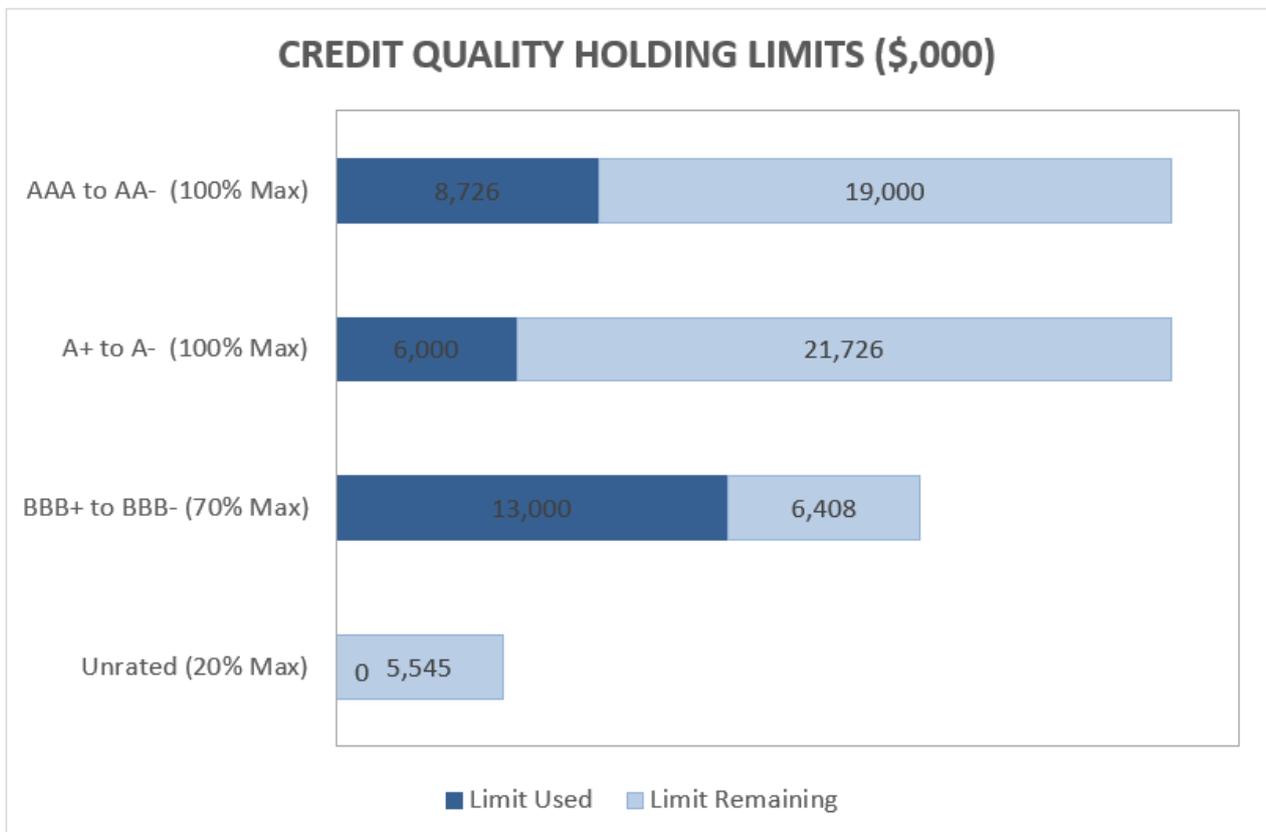
Cootamundra-Gundagai Regional Council’s investment portfolio outperformed the relevant BBSW Index benchmark by 6.48%. The average weighted yield for February was 4.23%, over an average weighted term of 87.0 days, with a benchmark of 3.97%.

Please note that Council have tried to invest in longer term investments, but the rate is far below the required benchmark and it isn’t a financially viable alternative.

Total Cost \$27,726,262	Monthly Interest Received \$92,560	Weighted Average Term 87.0 Days
Total Value \$27,726,262	Yearly Interest Received \$867,739	Weighted Average Yield 4.23%

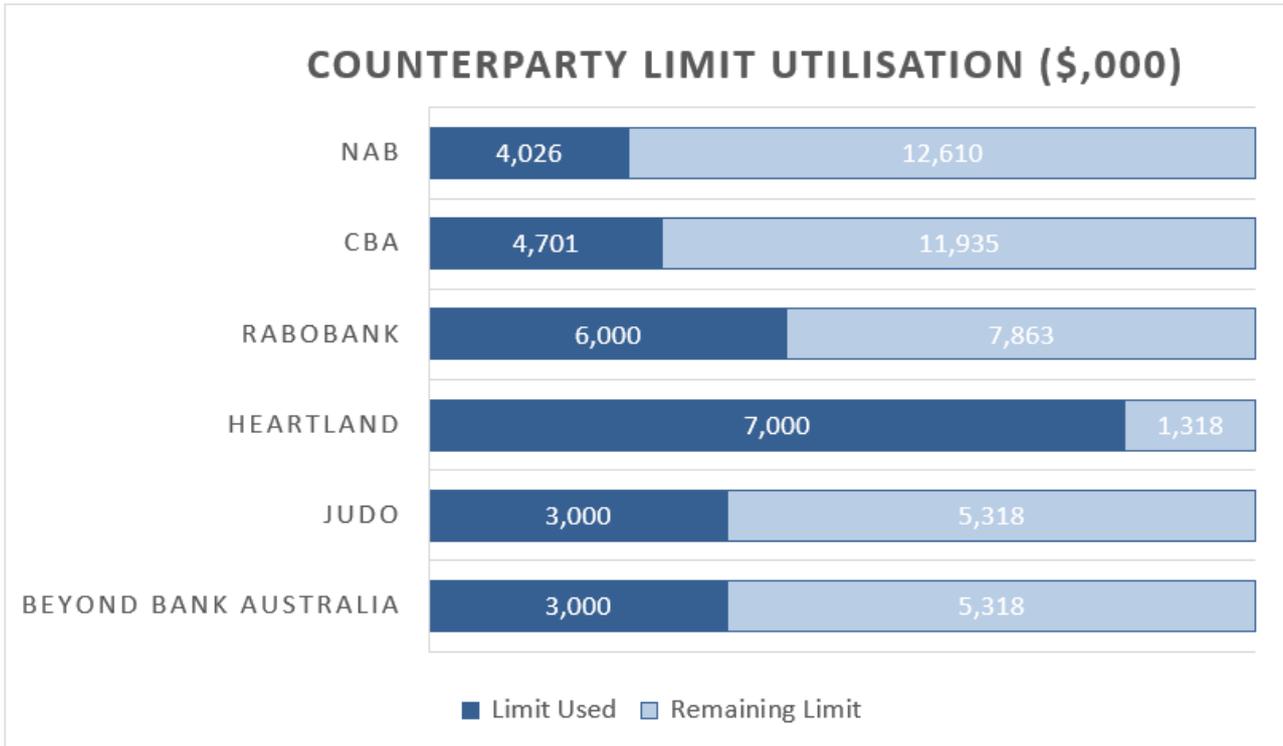
Credit Quality Compliance

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



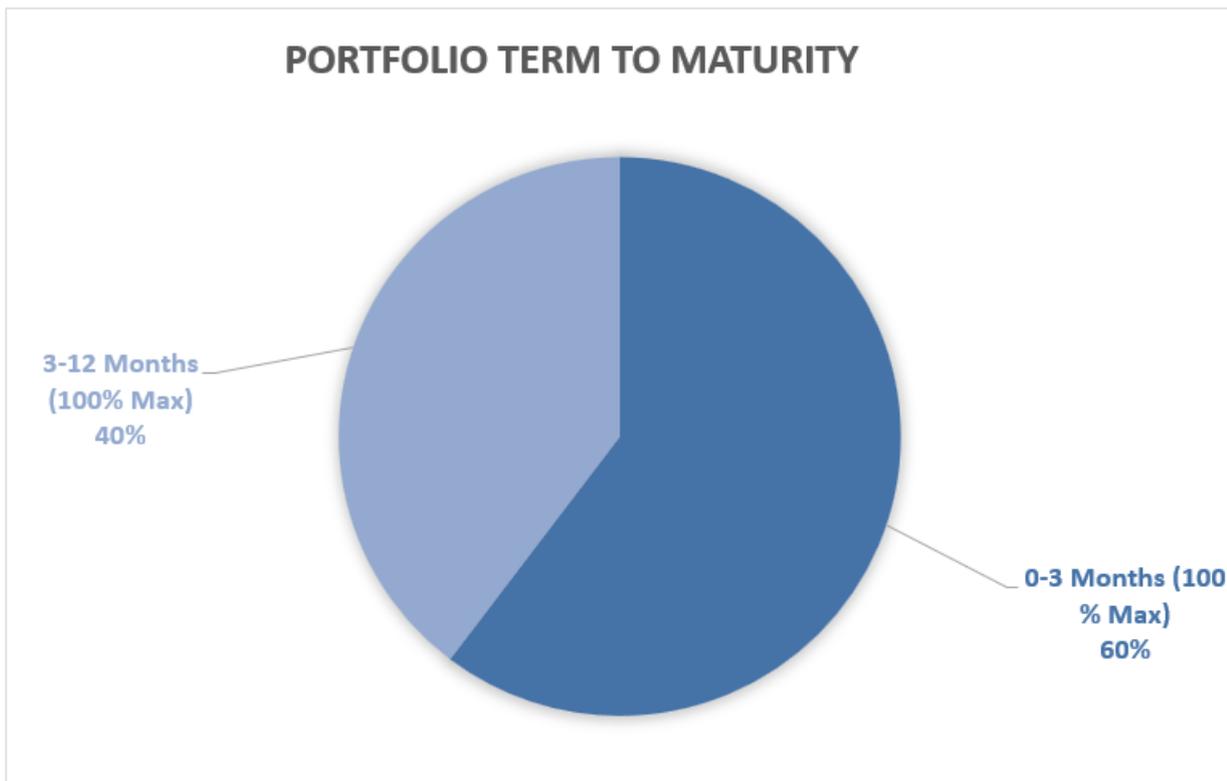
Counter Party Compliance

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.



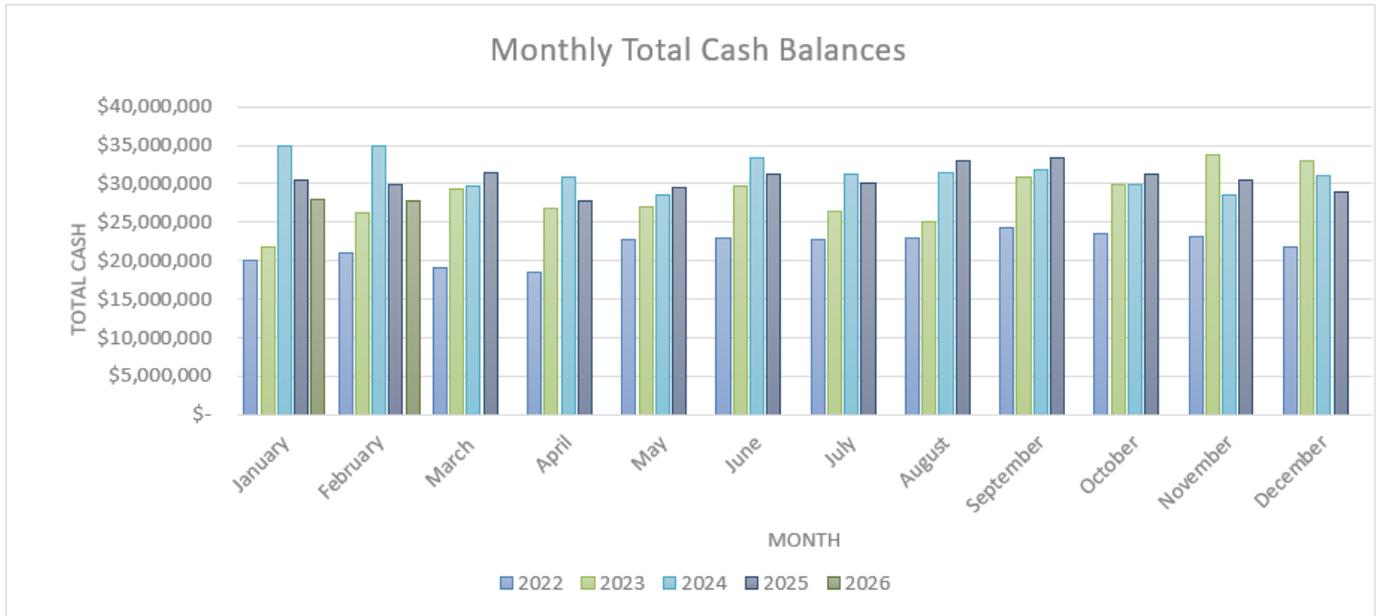
Term to Maturity

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.



Total Cash Balance

The below graph shows the month end total cash balance, highlighting the normal fluctuations that occur throughout the year. This visual helps demonstrate Council’s liquidity position over time and supports monitoring of financial capacity and cash flow trends.



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

7.4 SUSTAINABLE DEVELOPMENT

7.4.1 OPPORTUNITY TO OPT INTO PART 13 ACCOMMODATION FOR RELEVANT CONSTRUCTION WORKERS OF STATE ENVIRONMENTAL PLANNING POLICY (HOUSING) 2021

DOCUMENT NUMBER	459334
REPORTING OFFICER	Lauren Dawes, Acting Manager Sustainable Development
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	2. A region for the future 2.3 A region that can accommodate and support strategic growth
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 Council resolve to opt into *Part 13 Accommodation for relevant construction workers of the State Environmental Planning Policy (Housing) 2021*.

Introduction

The existing provisions of *Part 13 Accommodation for Relevant Construction Workers* under the *State Environmental Planning Policy (Housing) 2021* (the SEPP) enables councils to grant development consent for the installation of accommodation for construction workers associated with specific large-scale construction projects in certain local government areas. These provisions aim to reduce pressure on existing housing supply in regional areas during major construction projects through the provision of temporary housing.

Cootamundra-Gundagai Regional Council (CGRC) is not currently included as a local government area where these provisions apply under the SEPP.

Councils that are not presently listed in the SEPP have been invited to opt in to these provisions before 5:00 pm on 31 March 2026. The purpose of this report is to determine whether CGRC wishes to opt-in.

It is important to note that nothing in the SEPP prevents the NSW Department of Planning, Housing and Infrastructure (DPHI) from granting approval for construction worker camps that are ancillary to large-scale developments, as has occurred with projects such as Inland Rail and HumeLink.

However, opting into the SEPP would allow council to receive and determine development applications for separate construction worker accommodation developments. This would enable consideration of smaller-scale proposals that may be put forward by private developers providing the accommodation is directly associated with a specific construction project.

Discussion

What is construction workers accommodation?

Construction workers accommodation is defined by the SEPP as:

construction workers accommodation means a place that is—

- (a) used to provide at least 5 dwellings for relevant construction workers in moveable dwellings, other than campervans, caravans or tents, and
- (b) related to the construction of 1 or more of the following—
 - (i) relevant electricity infrastructure development,
 - (ii) State significant development specified in [State Environmental Planning Policy \(Planning Systems\) 2021](#), Schedule 1, sections 5, 7, 17, 18 or 19 for which a development application has been made,
 - (iii) State significant infrastructure specified in [State Environmental Planning Policy \(Planning Systems\) 2021](#), Schedule 3, sections 1, 2, 3, 4 or 5 for which an application for the Minister's approval has been made.

Noting the above, any such construction workers accommodation must include not less than 5 dwellings. Such dwellings must be in the form of a manufactured home or other structure as permitted under the *Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021*.

moveable dwelling means—

- (a) any tent, or any caravan or other van or other portable device (whether on wheels or not), used for human habitation, or (not permitted as construction worker accommodation noting definition above)
- (c) a manufactured home, or
- (d) any conveyance, structure or thing of a class or description prescribed by the regulations for the purposes of this definition.

Projects that construction workers accommodation can be approved for

The SEPP provides for development consent to be sought for construction workers accommodation directly associated with the following types of construction projects where approval for the project has already been granted:-

- Certain electricity transmission or distribution networks,
- Certain electricity generating works,
- Developments carried out by public authorities,
- State Significant Infrastructure Projects for:
 - General public authority activities
 - Port and wharf facilities
 - Rail infrastructure
 - Water storage or treatment facilities

- Pipelines
- State Significant Developments for:-
 - Mining
 - Extractive industries
 - Air transport facilities
 - Port and wharf facilities
 - Rail facilities

At this time, nothing in the SEPP provides for construction workers accommodation to be sought in relation to state significant developments relating to agricultural produce industry developments such as the proposed expansion of AMG.

Where can construction workers accommodation currently be located

The SEPP requires that such accommodation be within a residential zone.

Approval may be granted for construction worker accommodation in other zones such as rural or business zones only in certain circumstances and must give consideration to the *Guidelines for Construction Workers Accommodation* published by DPHI.

Construction worker housing is prohibited within the following zones:

- Zone RU3 Forestry,
- A recreation zone (RE1 or RE2),
- A conservation zone,
- A waterway zone

How long can construction worker housing remain on-site

All moveable dwellings and ancillary buildings installed or erected as part of a construction workers housing development will be removed from the land as soon as practicable after 2 years of being installed.

Approval can be granted for a period of more than 2 years where construction of the development will exceed 2 years.

Requirements for construction worker housing proposals

Any application must demonstrate compliance with the SEPP and the *Guidelines for Construction Workers Accommodation*. Requirements include, but are not limited to, preparation of a plan of management, provision of essential services including appropriate parking, assessment of traffic impacts, preparation of a decommissioning plan, consideration of social and amenity impacts on the area.

Conclusion

It is recommended that Council resolve to opt into Part 13 of the SEPP. While it is unlikely that Council would receive a significant number of applications at this stage, given the limited project types such accommodation must be directly associated with, opting in would nonetheless provide an additional pathway for construction worker housing delivery. In the context of current housing

shortages and the increasing strain these projects can place on local housing supply, opting in would offer greater flexibility to support the provision of accommodation where appropriate.

While there is no current proposal for the type of construction projects such accommodation can be permitted in association with to be expanded, there is potential for changes to the SEPP in the future.

Financial

Nil

OLG 23a Guideline consideration

Nil

7.5 ENGINEERING COOTAMUNDRA

7.5.1 PEDESTRIAN ACCESS AND MOBILITY PLANS UPDATE

DOCUMENT NUMBER	461140
REPORTING OFFICER	Kylie Grybaitis, Road Safety Officer
AUTHORISING OFFICER	Trevor Dando, Acting Deputy General Manager Operations
RELEVANCE TO COMMUNITY STRATEGIC PLAN	1. A vibrant, safe, and inclusive community 1.1 Our health and wellbeing needs are met
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Draft Cootamundra and Villages PAMP Update 2025 ↓ 2. Draft Gundagai and Villages PAMP Update 2025 ↓

RECOMMENDATION

That Council:

- 1. Note that the updated township and villages Pedestrian and Mobility Plans (PAMP’s) for both the Cootamundra and Gundagai areas were placed on exhibition for 28 days;**
- 2. Note that Council received 23 submissions during the community consultation period and that these submissions have been considered, investigated and added where appropriate to the Updated 2023 – 2033 PAMP documents; and**
- 3. Endorse the revised Cootamundra & Villages Pedestrian Access and Mobility Plan 2023 – 2033 and the Gundagai & Villages Pedestrian Access and Mobility Plan 2023 – 2033, as attached to the report.**

Introduction

The updated Cootamundra & Villages and Draft Gundagai & Villages Pedestrian Access and Mobility Plans (PAMPs) 2023 – 2033 have been developed to strategically guide investment in safe, accessible, and integrated pedestrian infrastructure across the townships and villages of both regions. These plans aim to optimise future funding opportunities by prioritising initiatives identified through comprehensive community engagement and detailed network safety audits. An annual review of these documents will ensure priorities remain current and responsive to evolving community needs and infrastructure conditions.

Discussion

Council received twenty-three (23) submissions from local residents with regard to locations requesting repairs, replacements or new infrastructure over the past year. These submissions have

been considered, investigated and added to the PAMP documents where appropriate. All correspondents have received notification and an explanation of the outcome of their submission.

Notable updates include:

Cootamundra & Villages

1. Bourke Street from the existing path to the corner of Murray Street - 4 additional requests - already noted as a high priority in new infrastructure (CN5)
2. Cootamundra Hospital link to Adina Care - 3 new requests - included in the PAMP as a high priority in new infrastructure (CN33)
3. TACC entrance on Wallendoon Street - 3 additional requests – already noted as a high priority in the PAMP (CR37). A work schedule for this location has commenced.
4. Slippery pavers in Parker Street CBD - already noted as a high priority in in the PAMP (CR12)
5. Widen paths on Hurley Street - already noted in the PAMP as a low priority for replacement (CR25 & CR26)
6. Crown Street from Temora Street to Adam Street - already noted in the PAMP as a high priority (CN13).
7. Hovell Street from Bourke Street to Wallendoon Street (western side) – included in the PAMP as low priority as existing shared path exists on the opposite side of the road (CN35)
8. Wallendoon Street gutters between Cooper Lane and Cooper Street – already noted in PAMP as a medium priority (CR36)
9. Murray Street from Adam Street to Bourke Street providing a link around Fisher Park – already noted in PAMP as a high priority (CN8)
10. Centenary Avenue from Cowcumbra to Hurley Street – included in the PAMP as a low priority in new infrastructure (CN35)
11. Boundary Road from Sheahan Street to Warralong Road – already noted in the PAMP as a medium priority (CR30)
12. King Street, Wallendbeen to include a new disability friendly ramp and guttering – already a high priority in new infrastructure (WN1)
13. Mackay Street from the footbridge to Poole Street – included as a high priority in repairs and replacements (CR33)
14. Murray Street from Adam Street to Bourke Street – priority updated from medium to high in 2025 update (CR19)
15. Hovell Street from the Gundagai Road level crossing to the railway station – included as a high priority in new infrastructure (CN33)

Gundagai & Villages

1. Hanley Street from West Street to Gundagai Highschool is already noted as a high priority in new infrastructure (GN6)
2. West Street Primary School pedestrian crossing upgrade has been included as a high priority in existing footpaths, ramps and crossings (GR39)

During the public exhibition period, Councillors identified additional priority pedestrian links for inclusion in the updated Plans.

Cootamundra & Villages

Temora Street — A proposed connection linking the existing footpath network on Temora Street to the Australian Meat Group facility. This link would provide a safe and accessible pedestrian route for a significant number of vulnerable road users travelling to and from the workplace (CN36)

Gundagai & Villages

Cross Street, Eagle Street and Gocup Road — A proposed pedestrian link extending from the existing footpath infrastructure on Mount Street to the Gundagai Meat Processors facility on Gocup Road. This connection would similarly enhance safety and accessibility for vulnerable road users accessing the site (GN20)

In addition, three new accessible parking spaces have been included in the Cootamundra & Villages PAMP update, reflecting Council's commitment to improving equitable access across key community destinations.

The updated *Cootamundra & Villages Pedestrian Access and Mobility Plan (PAMP) 2023 – 2033* and the *Gundagai & Villages PAMP 2023 - 2033* are attached for Council's consideration.

Financial

Financial implications associated with this report will vary according to successful grant funding and prioritising works from council capital works budgets.

OLG 23a Guideline consideration

Report purpose does not conflict with guidelines.



**COOTAMUNDRA-
GUNDAGAI** REGIONAL
COUNCIL

Cootamundra & Villages Pedestrian Access and Mobility Plan *2023-2033*



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Version Control

Ref	Date	Date effective	Council Resolution	Description
2023.1	09.02.2023	18.04.2023	108/2023	PAMP was formally endorsed by Council.
2025.1	13.11.2025			Annual review & update.
2026.1				Update endorsed by Council.

1. Introduction

1.1 Background

Together with Transport for NSW (TfNSW), all local Councils in NSW have a responsibility to provide safe, convenient and connected pedestrian routes which will encourage people to walk rather than use cars. In 1998, TfNSW (then the Roads and Traffic Authority (RTA)) began a new program to assist councils in their planning for pedestrians. This program is known as PAMP – Pedestrian Access and Mobility Plan. A PAMP is a comprehensive strategic and action plan to develop pedestrian policies and build pedestrian facilities (RTA, 2002).

The Cootamundra & Villages PAMP will align with Council's key principles and objectives identified in the Towards 2050 Community Strategic Plan, and the previous Cootamundra Shire PAMP plans. It will provide the framework for developing pedestrian routes or areas identified as important for walkability, safety, convenience and mobility, with a particular focus on footpaths, kerb ramps and crossing facilities at critical locations focusing on accessibility to internal attractors within the community.

A Cycleways Plan will be developed in collaboration with each PAMP and will primarily focus on developing safe cycleway infrastructure and connections with external attractors, separate from the main footpath network to ensure pedestrian safety. While a PAMP concentrates on pedestrian safety and internal footpath links, Cycleways are designed to provide external areas for cyclist to ride safely with reduced obstacles.

This PAMP will also align with the NSW Future Transport 2056 Regional Services and Infrastructure Plan and the NSW Walking Strategy, TfNSW Older Persons Transport and Mobility Plan 2018-2022, TfNSW Walking and Cycling Program 2020-2021, and The Australian Prevention Partnership Centre's Getting Australia Active III.

1.2 Objectives

The overarching aim of the Cootamundra & Villages PAMP is to address barriers to walking by providing improved pedestrian infrastructure at critical locations. The specific objectives are:

- To facilitate improvements in the level of pedestrian access and priority, particularly in areas of pedestrian concentration.
- To reduce pedestrian access severance and enhance safe and convenient crossing opportunities on major roads.
- To facilitate improvements in the level of personal mobility and safety for pedestrians with disabilities and older persons through the provision of pedestrian infrastructure and facilities which cater to the needs of all pedestrians.
- To provide links with other transport services to achieve an integrated land use and transport network of facilities that comply with best technical standards.
- To ensure that pedestrian facilities remain appropriate and relevant to the surrounding land use and pedestrian user groups.
- To meet obligations under the Commonwealth Disability Discrimination Act (1996).

The Cootamundra & Villages PAMP will be used to guide investment in safe, convenient and connected pedestrian infrastructure. It is the key instrument for planning and building needed pedestrian infrastructure in a prioritised manner. It is essential in supporting all major pedestrian funding opportunities directed through TfNSW based on a prioritised delivery plan. This will ensure that all available funding sources are being used effectively to improve the pedestrian network.

The Cootamundra & Villages PAMP will be reviewed annually to assess progress and update priorities as required.

1.3 Methodology

The Cootamundra & Villages PAMP was developed over five stages:

1. Community consultation and analysis of relevant pedestrian statistics
2. Collection of relevant data including vehicle counts and a facilities audit
3. Identification of a pedestrian network hierarchy
4. Prioritisation of pedestrian needs and facilities
5. Development of a schedule of works.

1.4 Conceptual Framework

Two key conceptual frameworks have been considered in the development of the PAMP: Towards Zero and Safe Systems.

Towards Zero poses a challenge to all road authorities, stakeholders and road users to operate the road transport system without anyone being killed or seriously injured. Towards Zero is recognised as a process of going towards the goal of zero fatalities and injuries, and involves the whole community (Austroads 2016a).

In order to achieve Towards Zero, New South Wales has adopted the Safe System approach to planning.

The Safe System approach originated in Sweden and the Netherlands and was officially endorsed by the Australian Transport Council (ATC) in 2003. This approach now guides road safety policy in all jurisdictions across Australia and internationally.

Central to the Safe System is an acknowledgement of our limited ability as humans to tolerate physical force. It also recognises human error in the system is inevitable no matter how educated and compliant we are in obeying traffic laws.

The Safe System approach is underpinned by these principles:

- People are human and sometimes make mistakes – a simple mistake should not cost anyone their life.
- Roads, roadsides and vehicles need to be designed to minimise crashes or reduce forces if a crash happens.
- Road safety is a shared responsibility – everyone needs to make safe decisions on and around the road to prioritise safety.

The goal is to manage the forces that injure people in a crash to a level that the human body can tolerate without serious injury or deaths. The Safe System approach argues that for as long as mistakes are likely, all road users need to be protected, and this protection is best provided by four elements:

- safer roads and roadsides
- safer speeds
- safer vehicles and
- safer people.

Pedestrians (within the group of safer road users) and footpaths (within safer roads and roadsides) are directly addressed by this PAMP.



2. Study Area

2.1 Scope of Study

The Cootamundra & Villages PAMP is focused on the two most critical types of pedestrian infrastructure - footpaths and road crossings. The scope of the study is pedestrian facilities provided by Council. This includes footpaths (both shared and pedestrian only) and pedestrian crossing facilities. It does not include issues of access into buildings.

Pedestrian infrastructure includes footpaths, kerb ramps, kerb extensions, pedestrian refuges, pedestrian crossings, tactile indicators, seats and streetlighting. Implementation of new facilities needs to be complemented by ongoing maintenance such as repairing uneven footpath slabs, street sweeping, signs and line marking, and removing obstructions from footpaths.

Good quality road crossings reduce the occurrence of crashes involving pedestrians and vehicles. Streets that facilitate safe and comfortable crossings reduce barriers that discourage people from walking. Road crossings can include pedestrian bridges or underpasses, traffic signals, refuges, kerb extensions, zebra crossings and median strips. These may be either standalone pedestrian facilities or incorporated into other traffic facilities.

Non-infrastructure actions such as educational programs do not form part of the PAMP but will be considered by the State Government and Council as part of other programs such as road safety and school-based programs.

2.2 Study Area

The focus areas of the Cootamundra & Villages PAMP are the township of Cootamundra and the villages of Stockinbingal and Wallendbeen.

Footpath networks within the rural communities will be assessed on a priority basis and considered for future funding.



3. Characteristics of the Local Government Area

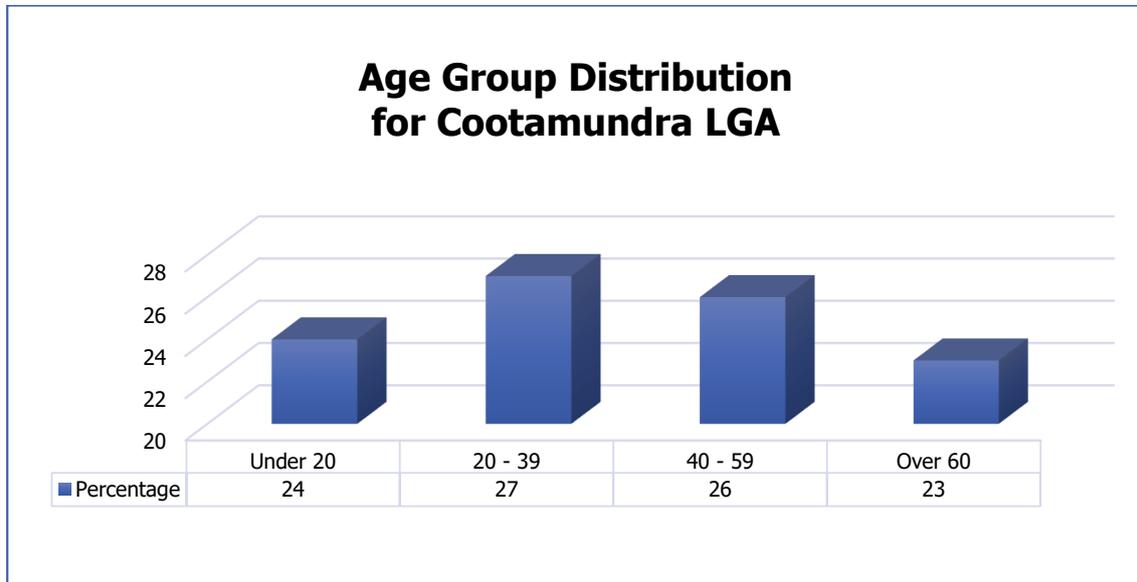
3.1 Population

The Cootamundra Shire is located in the Southwest Slopes region of New South Wales within the Riverina adjacent to the Olympic Highway, Burley Griffin Way and the main South railway line. It is situated about 390 kilometers south-west of Sydney CBD, and about 95 kilometers north-west of the Canberra CBD covering an area of 1524 square kilometers. The Cootamundra Shire includes the town of Cootamundra, the villages of Stockinbingal and Wallendbeen, and the localities of Frampton, Jindalee and Brawlin.

Population Density Comparison of the Cootamundra LGA

Cootamundra	Stockinbingal	Wallendbeen
7705	207	299

As reported by the Australian Bureau of Statistics 2021, Cootamundra LGA has an estimated resident population of 7705 people. Of these, 49.1% of residents are male, 50.9% are female. The median age for the Cootamundra LGA is 51 years, while residents over 60 years account for 23% of the population.



3.2 Road Hierarchy

The Cootamundra Civil Works team maintains 24 km of constructed footpaths, 218 km of sealed roads, 261 km of unsealed roads and is dedicated to ensuring the road network is kept to the highest possible standard for the safety and well-being of the community and visitors. The Cootamundra Road network includes 41 km of regional roads, 70 km of town streets, 17 km of village streets and 86km of State Roads: Burley Griffin Way and Olympic Highway.

3.3 Public Transport

Cootamundra and surrounding villages have a unique and advantageous location with respect to proximity to major centres such as Wagga Wagga, Canberra, Sydney and Melbourne. The transportation routes provide easy access to the Highway, passenger rail services run twice daily to Sydney and Melbourne, and numerous coach services operate to regional centres daily.

Public transport in the region is limited to coach and rail services; however, taxi services, community transport options, school buses and club patron buses are available within and surrounding Cootamundra.

3.4 Future Pedestrian Needs

The Community Strategic Plan (CSP) represents the highest level of strategic planning undertaken by local councils and helps determine Council’s actions over the next ten years. The purpose of the CSP is to identify the community’s main priorities and aspirations for the future and to plan strategies for achieving these goals. It guides all remaining strategies and plans and must be developed by councils with and on behalf of the community.

Outcomes	Measure	Source
A safe, sustainable and efficient road and pathway network	<ul style="list-style-type: none"> Community satisfaction with the safety of the road network in their town or village and across the region Community satisfaction with the condition of the road network in their town or village and across the region 	<ul style="list-style-type: none"> Cootamundra-Gundagai Regional Council community survey

In combination with the following three documents, the PAMP builds on CGRC’s 2022 Community Strategic Plan (CSP) in achieving infrastructure and maintenance that respects community expectations and needs.

- The Cootamundra-Gundagai Regional Council Transport Strategy will bring together detailed supporting strategies and plans into a coherent strategy for the Cootamundra-Gundagai Regional Council transport system.
- The Cootamundra-Gundagai Regional Council Cycleway Plan will be a strategic infrastructure action plan focusing on the ongoing development of the cycle network both within and linking the main urban areas of the region and creating shared cycle and pedestrian networks within the region’s villages.
- The Cootamundra-Gundagai Regional Council Active Community Accessibility Plan (ACAP) will combine both the Cycleways Plan and PAMP and will include tourism, planning and environmental aspects.

4. Research, Review and Data Collection

4.1 Literature Review

The following plans and policies have been used and/or referenced in the formation of this plan:

- 2026 Road Safety Action Plan
- National Road Safety Strategy 2011 – 2020
- NSW Road Safety Strategy 2012-2021
- Austrorads Guide to Road Design Part 6A: Pedestrian and Cyclist Paths
- NSW Future Transport 2056 Regional Services and Infrastructure Plan
- NSW Walking Strategy
- TfNSW Older Persons Transport and Mobility Plan 2018-2022
- TfNSW Walking and Cycling Program 2020-2021
- The Australian Prevention Partnership Centre’s Getting Australia Active III.

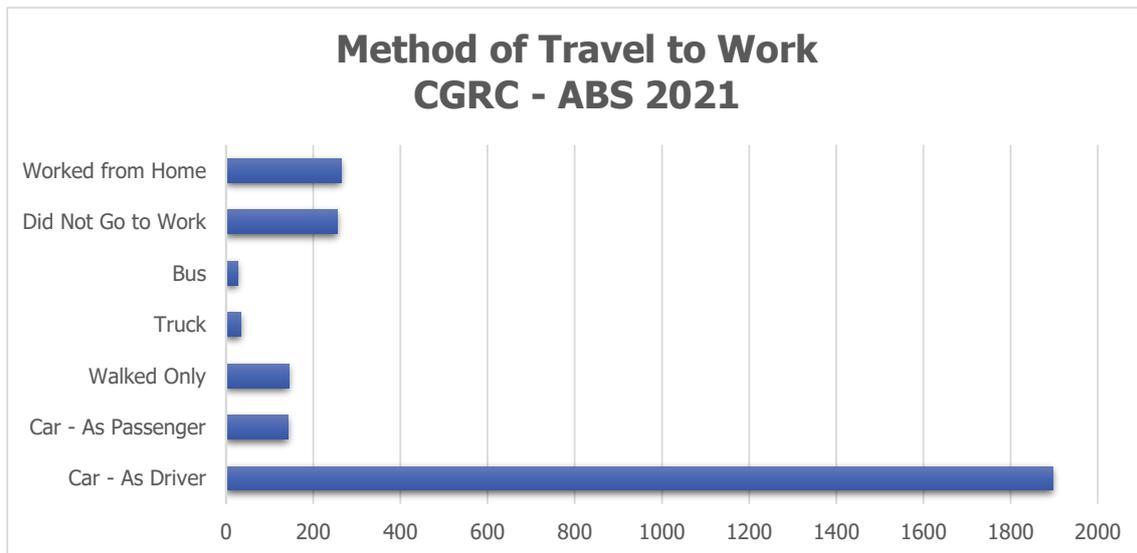
Other documents referenced and/or considered include customer service requests from the community regarding requests for footpaths, crossings and access points and relevant Council plans and policies relating to footpaths.

4.2 Traffic and Pedestrian Data

Within Cootamundra, Stockinbingal and Wallendbeen, pedestrian generators and attractors are mainly located within the CBD. Outlying generators and attractors include medical centres, schools, aged facilities, parks, businesses, transport hubs, and sporting and recreational facilities.

Traffic and pedestrian data from the Australian Bureau of Statistics 2021, information provided on vehicle movements and speeds within the region, and community feedback have all played a major role in the prioritisation of PAMP Routes and the identification of works needed to improve pedestrian facilities.

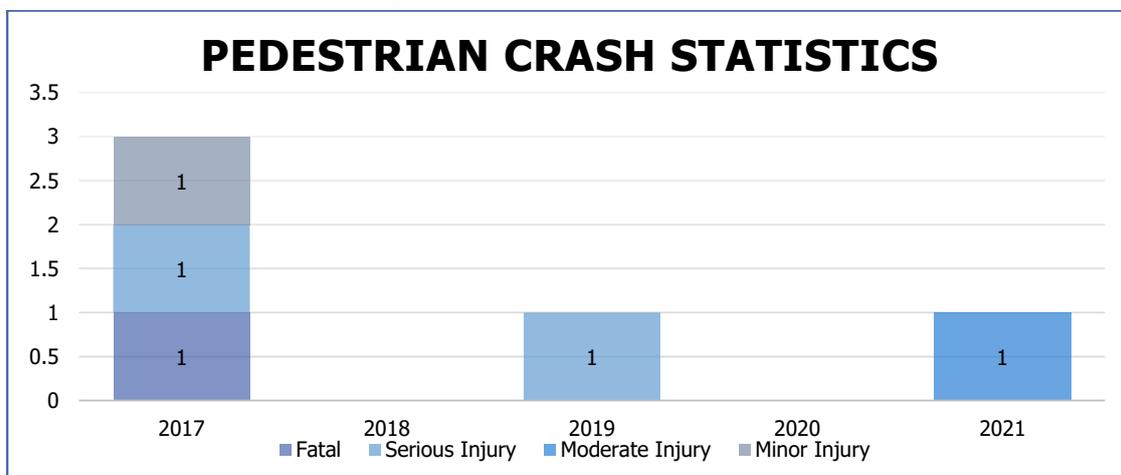
Footpath Audits are also regularly undertaken to assess the current status of pedestrian facilities. When auditing footpaths the condition of the footpath is assessed, trip hazards identified and reported, and maintenance carried out as required.



4.3 Pedestrian Crash Data

Pedestrians are vulnerable road users and in the event of a crash, unlike vehicle occupants, have little or no protection to shield them from the force of the crash. Crashes involving pedestrians often result in more severe outcomes and therefore appropriate pedestrian infrastructure is of critical importance.

Ratified data from the past five years (2017 to 2021 inclusive), reports a total of 5 pedestrian crashes within the CGRC LGA, one of which was fatal, two resulted in serious injuries and one pedestrian received minor injuries. There were no pedestrian crashes recorded in 2016 or 2018.



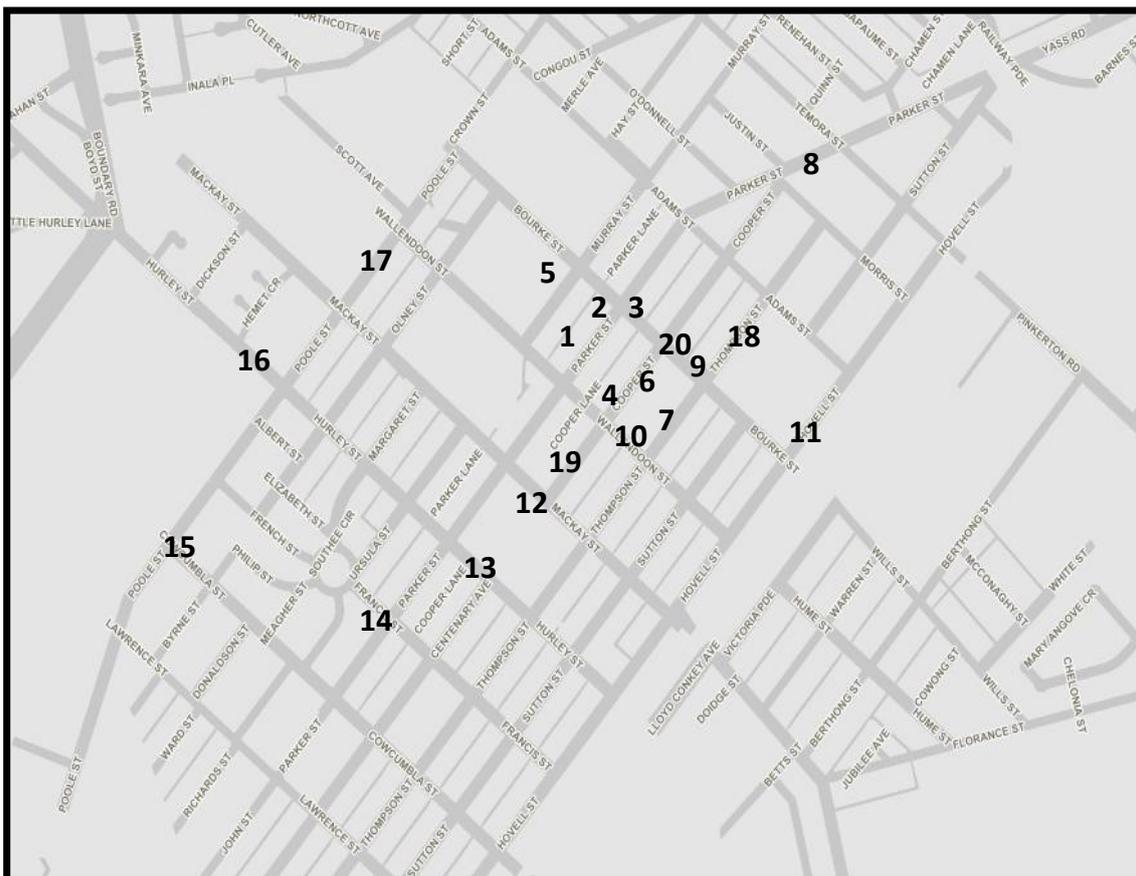
Crash statistics provide valuable information on location, time of day and weather conditions. In the CGRC LGA, four out of the five pedestrian crashes occurred on 2-way undivided roads of which one of crash occurred in darkness, two in daylight hours and two at dusk. Although there is no evidence of crash clusters in the region, the crash data does highlight the importance of additional footpaths and pedestrian crossings within residential areas.

4.4 Public Disability Car Spaces

The list and corresponding map below highlight the current locations of disability car parks available on Council roads in Cootamundra. Private disability car parks are not included in this list.

MAP NO.	PEDESTRIAN ATTRACTOR	LOCATION	NUMBER OF SPACES
1	Cootamundra CBD	257 Parker Street	2
2	Cootamundra CBD	Bourke St Intersection - Woolworths	2
3	Cootamundra CBD	Bourke St Intersection - Pharmacy	2
4	NSW Services	61 Cooper Street	1
5	Cootamundra Swimming Pool	Murray Street	2
6	Cootamundra Public School	Cooper Street	1
7	Cootamundra Public School	Thompson Street	1
8	Sacred Heart School	Parker Street	1
9	Anglican Church	Bourke Street	1
10	Library & Council Office	Wallendoon Street	1
11	Livvies Place Playground	Hovell Street	1
12	Pinnacle Services	36-44 Mackay Street	1
13	Disability Group Homes	37 Hurley Street	1
14	Cootamundra Pre-School	32-34 Francis Street	1
15	E.A. Southee School	67 Cowcumbula Street	1
16	Cootamundra Country Club	94-106 Hurley Street	1
17	Cootamundra High School	Poole Street	1
18	Albert Park Amenities	Thompson Street	1
19	Cootamundra Police Station	Cooper Street	1
20	JMA Legal	Bourke Street	1
Total On-Street Public Disability Car Parks			24





5. Community Consultation

5.1 Participation

A public survey was carried out between 25 July and 31 December 2022 with the aim of ascertaining the needs and concerns of the community. In order to ensure that relevant stakeholder views were represented, a survey was distributed throughout the community via Council’s website and Facebook page, as well as advertised in the local paper. The PAMP Survey was also distributed by email contact with known community groups. A copy of the survey and the results are provided in Appendix D.

Recent service requests regarding pedestrian issues recorded in Council’s management system and work health and safety footpath audits were also considered in establishing footpath priorities.

The Draft PAMP was placed on public exhibition for a period of 28 days and received xx submissions.

5.2 Community Consultation Results

At the end of the survey period, a total of 154 (122 in the initial consultation and another 22 submitted during a second round of consultation) responses were received with a summary of the pertinent results included below:

- The highest number of respondents were from Cootamundra with 77%. The least number of responses came from the Adjungbilly community, with 0.8%.
- 30% of the residents partaking in the survey require mobility aids when walking (such as wheelchairs, walking frames, etc).
- Footpaths and kerb ramps rated as the most important pedestrian infrastructure required to support pedestrian mobility needs at 71%.

The following were considered to be the most important issues as determined by residents:

- A lack of footpaths linking local facilities and attractors with the residential areas of town.
- Substandard kerb ramps and kerb heights throughout the network.
- The need for additional pedestrian crossings.

The majority of respondents provided further information with specific information regarding areas of interest, room for improvement and suggestions for new or improved paths. These comments have been considered when developing the schedule for future pedestrian facilities. A full summary of survey results has been provided in Appendix D.

6. PAMP Work Prioritisation

6.1 Work Prioritisation Identification

On-site physical audits have been conducted along all high, medium and low priority identified pedestrian routes noted as areas of concern through public consultation, recorded service requests and current work schedules. The key focus of the route audits was to identify access barriers for pedestrians with specific focus on access for less mobile pedestrians such as the elderly and people with disabilities.

The identified barriers found in a number of locations were:

- Poor kerb ramp design not meeting Australian Standard
- Lack of kerb ramps at pedestrian crossing points
- Lack of pedestrian refuges in areas of wide road crossing near pedestrian generators
- Lack of footpath infrastructure
- Cracking and raised paving in path of travel.

The audit was conducted using the following documents or sections thereof:

- How to Prepare a Pedestrian Access and Mobility Plan – RTA
- Austroads guidelines 2002 and in accordance with RTA Technical Direction TD2003 / RS03 Ver. 2 (August 2005).

All crossing points along the identified pedestrian routes were examined as a part of this PAMP. New footpaths have also been identified and can be seen in Appendix B. These footpaths are required to complete links, extend the existing network to popular facilities and improve existing footpaths where required.

6.2 Work Prioritisation Methodology

The priority of works has been determined based on the Best Practice Manual for Footpath, Nature Strips and Medians Matrix as published by Statewide Mutual Insurance. All works are ranked according to the total score as either High, Medium, Low or Low Low priority.

Each footpath, shared path and pedestrian crossing identified has been scored using this system. This ranking system does not intend to exclude works all together, but rather to provide a means of determining the priority of works.

Easy Guide to Assessing Footpath Risk Rating		LIGHTING	Lighting Excellent (5)	Lighting Good (4)	Lighting Adequate (3)	Lighting Inadequate (2)	No Artificial Lighting (1)
		SHADOWS	No Shadows	Little Shadow	Some Shadow	Medium Shadow	Heavy Shadow
TRIP SIZE (mm)	UNEVENNESS	SLIPPERINESS	If rating is in coloured, you must consider the volume of traffic and the location of the footpath. If they are important, go to the next level up.				
> 30 (5)	Extreme (5)	Extreme (5)	1	1	1	1	1
20 to 30 (4)	Very (4)	Very (4)	2	2	2	1	1
15 to 20 (3)	Uneven (3)	Uneven (3)	2	2	2	2	1
5 to 15 (2)	Slight (2)	Slight (2)	3	3	3	2	2
< 5 (1)	(1)	(1)	4	4	4	4	4

High Priority 1 to Lower Priority 4

Conclusions and Recommendations

From the works identified in Appendix B, Council shall identify prioritised works and plan within the given resources available for the financial year.

The following recommendations are made as part of this Plan:

Increased inclusive mobility:

- Council provide access on foot for as many places as possible, particularly to public buildings and health services.
- Ensure walking and mobility needs are considered in all future Master Plans and redevelopment opportunities.
- Ensure walking and mobility needs are considered in all future development applications and planning processes.
- Ensure that as far as practical the construction and maintenance of paths provide acceptable cross fall, grades and other design standards to suit disability requirements.

Well designed and managed spaces and places for people:

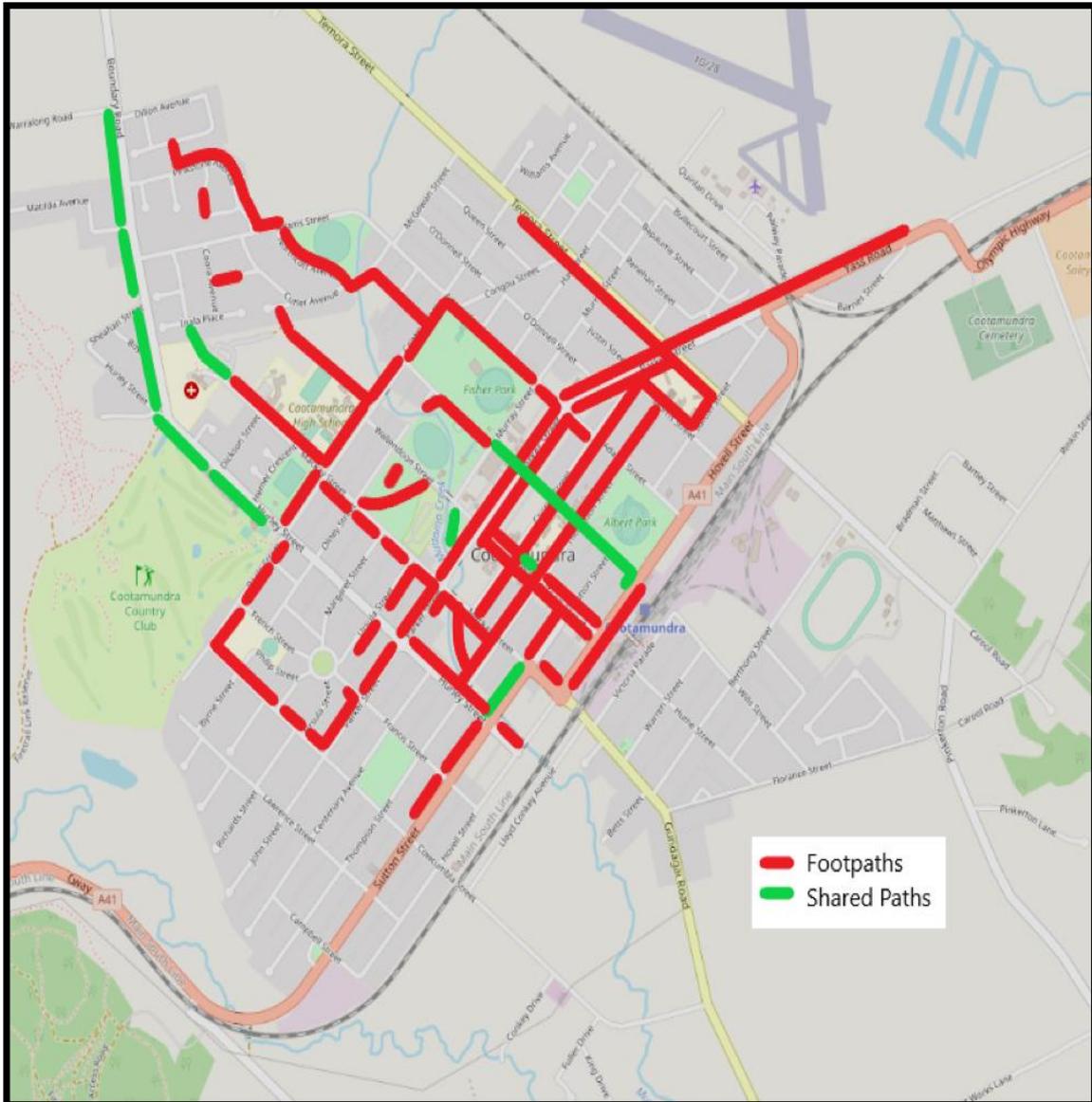
- Ensure pedestrian needs are promoted as part of future road reconstructions.
- Community events coordinated by Council will provide access for pedestrians and people with reduced accessibility.
- Ensure vegetation on road verges is managed so as not to inhibit the safe and accessible use of these areas by pedestrians.

Increased safety for pedestrians:

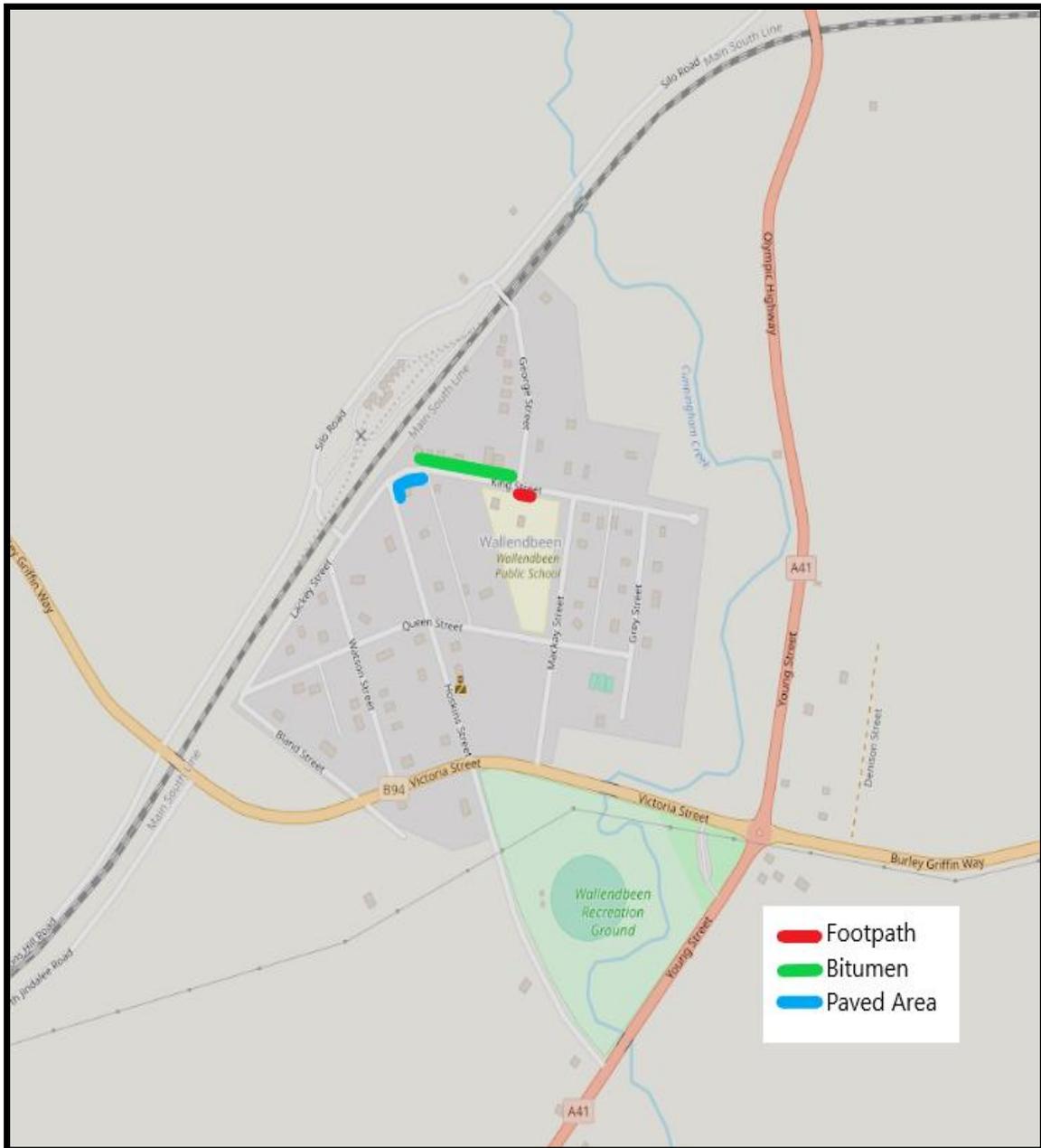
- Ensure pedestrian safety is prioritised in high pedestrian areas and in areas of vulnerable road users (schools, aged care, CBD).
- Promote a healthy community .
- Encourage the use of footpath and shared footpath/cycleway network for health and recreational use.

Appendix A – Maps of Existing Pedestrian Network

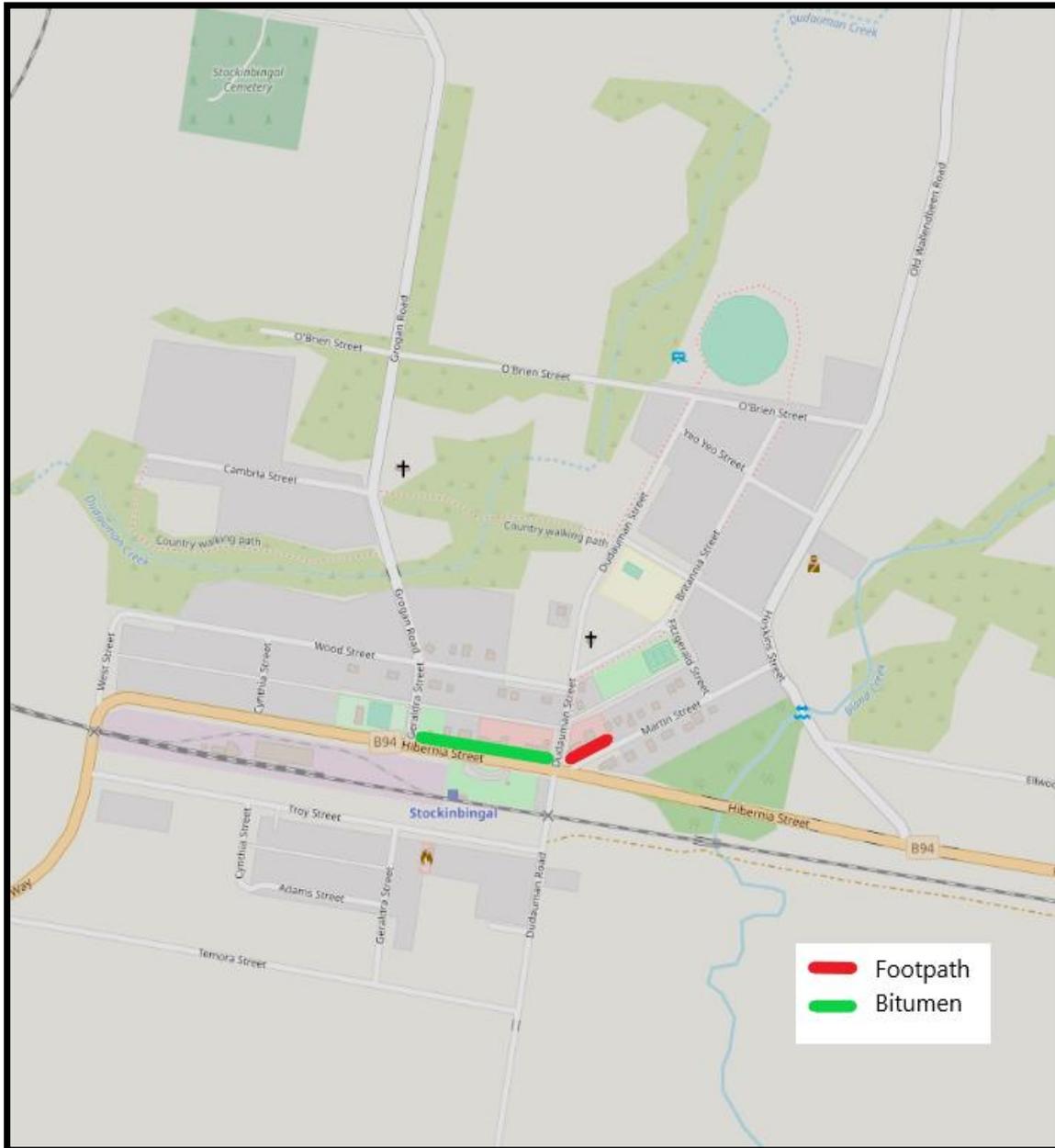
Cootamundra



Wallendbeen



Stockinbingal



Appendix B – Maps of Prioritised Pedestrian Works

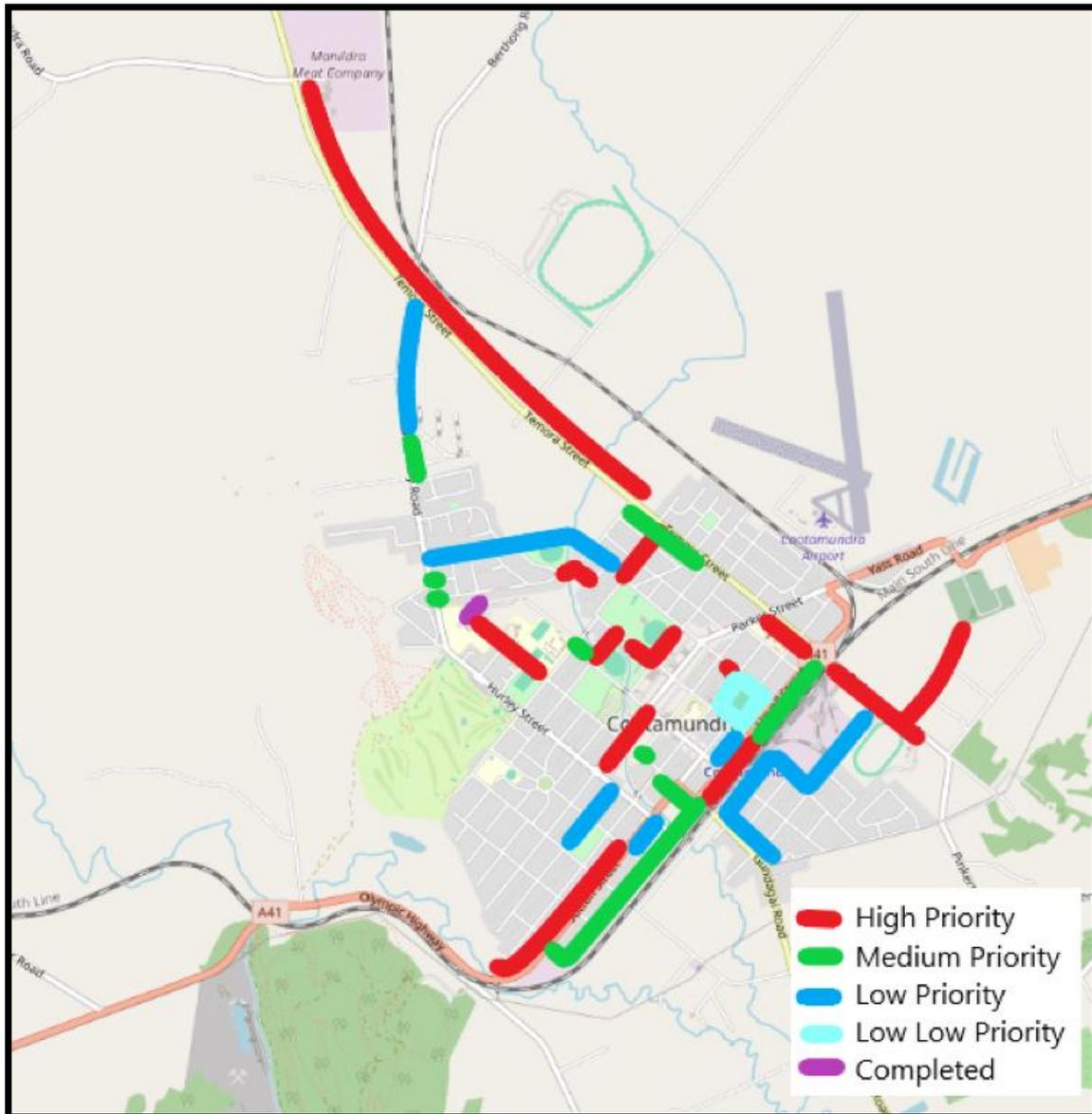
Cootamundra

Footpath Repairs and Replacements



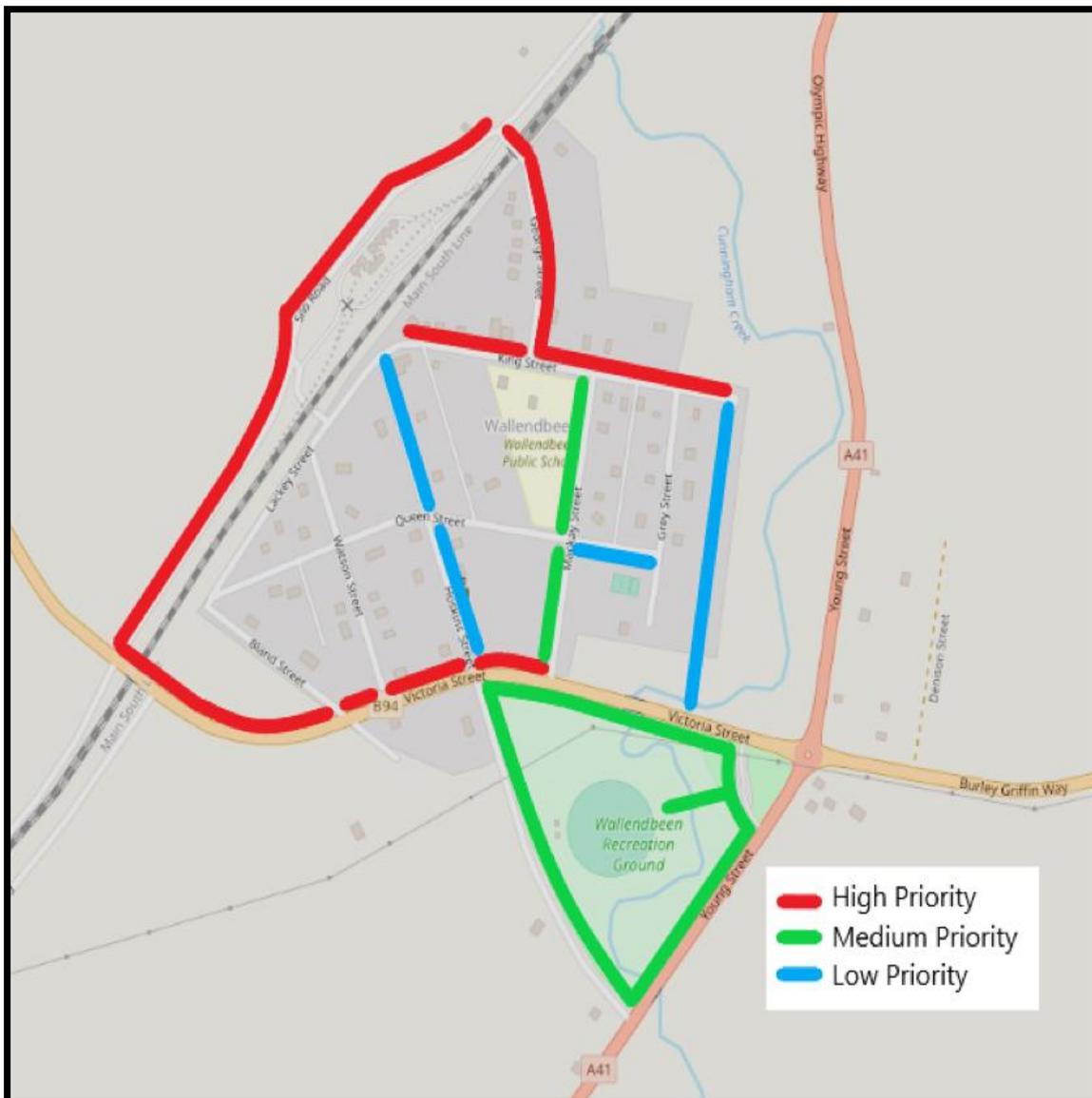
Cootamundra

New Infrastructure



Wallendbeen

New Infrastructure



Stockinbingal

New Infrastructure



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Appendix C - PAMP Audit: Key Results and Corrective Actions

No	COOTAMUNDRA - Existing Footpaths, Ramps & Crossings	PRIORITY	LENGTH	WIDTH	AREA	RAMPS	COST	COMMENT
CR1	Parker St - Hurley to Mackay St	High	210	1.4	294	4	\$ 73,270.00	
CR2	Mackay St between Scott Ave(Nursing Home & Tafe Walkway)	High	167	1.4	233.8	4	\$ 62,649.00	
CR3	Thompson St - Wallendoon St to Mackay St	High	100	2.5	250	4	\$ 62,600.00	
CR4	Cooper St - Wallendoon St to Bourke St - Western Side	High	150	2	300	4	\$ 70,900.00	
CR5	Cooper St - Mackay to Wallendoon- East Side	High	210	1.4	294	4	\$ 73,270.00	
CR6	Mackay St - from Driveway of Adina Court to Footbridge	High	190	2.5	475	4	\$ 99,680.00	
CR7	Scott Ave - Poole to Driveway of Nursing home	High	340	2.5	850	4	\$ 161,480.00	
CR8	Cooper St - Adam St to SH School	High	210	2	420	8	\$ 100,100.00	
CR9	Morris St - Parker to Sutton Sts - SH Catholic School/church (major works project)	High	285	2	570	8	\$ 124,850.00	
CR10	Parker St SH School to Cooper St (V section)	High	210	1.4	294	8	\$ 82,670.00	
CR11	Adam Street - Corner of Adams and Crown Street	High	5	2.5	12.5	0	\$ 14,060.00	
CR12	Parker Street CBD Ramps and Paver Replacement	High	210	2	420	8	\$ 100,100.00	Noted in 2025 Update
CR33	Mackay St from Adina foot bridge to Poole Street	High	640	2.5	1600	2	\$ 280,380.00	Included in 2025 Update
CR13	Wallendoon Street Pedestrian Crossing Relocation	Medium	245	2	490	8	\$ 111,650.00	
CR14	Cooper Street Pedestrian Crossing	Medium	215	2	430	8	\$ 101,750.00	
CR15	Thompson St - Adam St to SH School	Medium	220	1.4	308	4	\$ 75,740.00	
CR16	Thompson St - Bourke St to Adams St	Medium	250	2.5	625	4	\$ 124,400.00	
CR17	Thompson St - Wallendoon St to Bourke St	Medium	210	2	420	4	\$ 90,700.00	
CR18	Thompson St - Wallendoon to Mackay Sts	Medium	210	2.5	525	4	\$ 107,920.00	
CR19	Murray St - from Adam to Bourke Sts	High	240	2.5	600	4	\$ 120,280.00	Priority Update 2025
CR20	Parker St to SH Catholic School	Medium	210	1.4	294	4	\$ 73,270.00	
CR21	Adam St - Murray to Crown -Replacement upgrade	Medium	430	2.5	1075	4	\$ 198,560.00	

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CR22	Wallendoon St - Jubilee Park - Replacement upgrade	Medium	400	2.5	1000	4	\$ 186,200.00	
CR23	Adams St from Parker to Parker Lane - Elders Cnr	Low	60	2.5	150	2	\$ 41,420.00	
CR24	Parker St - from Cowcumbra to Hurley St	Low	440	1.4	616	8	\$ 139,480.00	
CR25	Hurley St - Cnr Hovell to Sutton St - Replacement upgrade	Low	120	1.4	168	4	\$ 51,040.00	Noted in 2025 Update
CR26	Hurley St -Sutton to Thompson St - Replacement upgrade	Low	120	2.5	300	4	\$ 70,840.00	Noted in 2025 Update
CR27	Poole St - Hurley to Albert - Replacement upgrade	Low	80	1.4	112	2	\$ 36,460.00	
CR28	Temora St -Murray st to Hay St	Low	120	1.4	168	4	\$ 51,040.00	
CR29	Cowcumbra - Meagher to Ursula St	Low	110	1.4	154	4	\$ 48,570.00	
CR30	Bradman Oval - near play equipment	Low Low	350	2.5	875	4	\$ 165,600.00	
No	COOTAMUNDRA - Bitumen Footpath Replacement	PRIORITY	LENGTH	WIDTH	AREA	RAMPS	COST	
CR37	Wallendoon Street - Art Centre Frontage and Laneway to Sutton Street	High	70	2.5	175	4	\$ 56,800.00	Works scheduled - changed to high priority. Noted for 2025 Update.
CR30	Boundary Road - Sheahan St to Warralong Rd	Medium	630	2.5	1575	6	\$ 415,200.00	Noted in 2025 Update
CR31	Hurley Street - Bass Terrace to Little Hurley Lane	Medium	250	2.5	625	4	\$ 172,000.00	
CR32	Wallendoon Street - NAB	Low	55	5	275	0	\$ 82,400.00	
CR33	Wallendoon Street - Old Coota Holden	Low	48	5	240	4	\$ 73,440.00	
CR34	Wallendoon Street - Car Wash	Low	55	5	275	4	\$ 82,400.00	
CR35	Parker Street - Old Mitre 10 Site	Low	50	2.5	125	4	\$ 44,000.00	
CR36	Wallendoon Street - Cooper Lane to Cooper Street north side	Low	50	2.5	125	4	\$ 44,000.00	Kerb and guttering to be replaced. Noted in 2025 Update
No	MISSING LINKS AND NEW INFRASTRUCTURE - COOTAMUNDRA	PRIORITY	LENGTH	WIDTH	AREA	RAMPS	COST	
CN33	Hospital to Adina Nursing Home Link	High	40	2.5	100	3	\$ 35,530.00	Completed 2025

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CN1	Parker Street between Globe Hotel and Muttama Creek - in front of courthouse - replace current path from Globe & Courthouse	High	100	1.4	140	2	\$ 41,400.00	
CN2	Adam St between Thompson & Laneway	High	60	1.4	84	2	\$ 31,520.00	
CN3	Parker St - Army Cadets to Units	High	200	2.5	500	4	\$ 103,800.00	
CN4	Parker St - 328 to Cnr Hurley St	High	60	1.4	84	2	\$ 31,520.00	
CN5	Bourke St - Nicholson Park to Cnr Murray St	High	280	2.5	700	4	\$ 136,760.00	Noted for 2025 update
CN6	Temora St - Hovell St to Parker St School Gate	High	210	2	420	2	\$ 86,000.00	
CN7	Murray St & Adam St intersection - centre refuge and blisters	High	50	2.5	125	4	\$ 42,000.00	
CN8	Murray Street - Adam St to Bourke St	High	220	2.5	550	4	\$ 112,040.00	Noted for 2025 update
CN9	Cutler Avenue Causeway	High	80	2.5	200	2	\$ 49,660.00	Footbridge over causeway
CN10	Bradman Street - Link from Cemetery to Showground through Claron Estate	High	750	2.5	1875	2	\$ 325,700.00	
CN11	Pinkerton Road - Showground Link to Hovell St	High	480	2.5	1200	8	\$ 228,560.00	
CN12	Sutton Street - Fancis St to Old Fuel Depot and Pioneer Park	High	1000	2.5	2500	6	\$ 438,100.00	
CN13	Crown Street - Temora Street to Adam Street	High	375	2.5	937.5	14	\$ 199,400.00	Noted for 2025 update
CN14	Adams Lane - Short Street to Cutler Avenue	High	125	2.5	312.5	6	\$ 77,600.00	
CN15	Olney Street Footbridge - Bourke Street to Wallendoon Street	High	230	2.5	575	4	\$ 116,160.00	
CN33	Hovell Street - Railway Crossing Gundagai Road to Railway Station	High	360	2.5	900	2	\$ 165,020.00	Included in 2025 Update
CN16	Hovell Street - Mackay Street to Cowcumbra Street	Medium	680	2.5	1700	8	\$ 310,960.00	
CN17	Cowcumbra Street - Sutton Street to Hovell Street	Medium	130	2.5	325	6	\$ 79,660.00	
CN18	Mackay - Sutton Street to Hovell Street	Medium	120	2.5	300	4	\$ 70,840.00	
CN19	Wallendoon - Olney to High School	Medium	140	2.5	350	4	\$ 79,080.00	
CN20	Mackay Street - between Thompson & Sutton St	Medium	110	2.5	275	2	\$ 62,020.00	
CN21	Mackay Street - between laneway and Cooper St	Medium	20	2.5	50	0	\$ 20,240.00	

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CN22	Temora Street - Hay St to McGowan St	Medium	500	2.5	1250	0	\$ 218,000.00	
CN23	Boundary Road - Oliver Selwyn Dr to Dillion Ave	Medium	300	2.5	750	4	\$ 145,000.00	
CN24	Hovell Street - Railway Station to Pinkerton Rd	Medium	680	2.5	1700	8	\$ 310,960.00	
CN25	Hurley Street - Country Club to Poole St	Medium	100	2.5	250	4	\$ 62,600.00	
CN26	Boundary Road Links - Inala & Allumba PI	Medium	80	2.5	200	4	\$ 54,360.00	
CN27	Adam Street - Crown St to Boundary Road	Low	1200	2.5	3000	16	\$ 544,000.00	Footbridge over causeway
CN28	Sutton St - Hurley St to Francis St	Low	220	2.5	550	16	\$ 140,240.00	
CN29	Boundary Road - extend current path to Temora Street	Low	760	2.5	1900	4	\$ 334,520.00	
CN30	Gundagai Road - Victoria Pde to Florance St	Low	380	2.5	950	16	\$ 206,160.00	
CN31	Railway bridge link to showground - Berthong, Wills & Victoria	Low	1500	2.5	3750	6	\$ 644,100.00	
CN34	Centenary Avenue - Cowcumbra to Hurley Street	Low	440	2.5	1100	4	\$ 202,680.00	Included in 2025 Update
CN35	Hovell Street - Bourke to Wallendoon Street	Low	210	2.5	525	2	\$ 103,220.00	Included in 2025 Update
CN32	Albert Park - complete boundary footpath	Low Low	1000	2.5	2500	8	\$ 442,800.00	
CN36	Temora Street – AMG link to existing footpath	High	3285	2.5	8212.5	4	\$ 1374,820.00	Included in 2025 update
No	MISSING LINKS AND NEW INFRASTRUCTURE - WALLEDBEEN	PRIORITY	LENGTH	WIDTH	AREA	RAMPS	COST	
WN1	King Street - Richmond St to Hoskins St	High	560	2.5	1400	4	\$ 252,120.00	To include disability friendly ramp in front of the Hall. Noted in 2025 update.
WN2	George Street - King St to Silo Rd (Bridge)	High	350	2.5	875	3	\$ 163,250.00	
WN3	Silo Road - Burley Griffin Way to George St	High	1000	2.5	2500	4	\$ 433,400.00	
WN4	Victoria Street - Mackay St to Silo Road (Bridge)	High	750	2.5	1875	8	\$ 339,800.00	
WN5	Mackay Street - Victoria St to King St	Medium	430	2.5	1075	6	\$ 203,260.00	
WN6	Victoria Street - Rest area to Hoskins St (Oval Boundary)	Medium	420	2.5	1050	4	\$ 194,440.00	
WN7	Hoskins Street - Victoria St to Young St (Oval Boundary)	Medium	520	2.5	1300	4	\$ 235,640.00	

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WN8	Young Street - Hoskins St to rest area including link to oval	Medium	490	2.5	1225	6	\$ 227,980.00	Footbridge link from rest area to Barry Grace Oval
WN9	Queen Street - Grey St to Mackay St	Low	140	2.5	350	4	\$ 79,080.00	
WN10	Richmond Street - King St to Victoria St	Low	450	2.5	1125	8	\$ 216,200.00	Footbridge link
WN11	Hoskins Street - King St to Victoria St	Low	460	2.5	1150	6	\$ 215,620.00	
No	MISSING LINKS AND NEW INFRASTRUCTURE - STOCKINBINGAL	PRIORITY	LENGTH	WIDTH	AREA	RAMPS	COST	
SN1	Hibernia Street - Cynthia St to Dudauman St	High	500	2.5	1250	6	\$ 232,100.00	
SN2	Martin Street - Hibernia St to Hoskins St	High	400	2.5	1000	6	\$ 190,900.00	
SN3	Dudauman Street - Hibernia Street to O'Brien St	High	670	2.5	1675	10	\$ 311,540.00	
SN4	Wood Street - Cynthia St to Dudauman St	Medium	520	2.5	1300	8	\$ 245,040.00	
SN5	Cynthia Street - Hibernia St to Wood St	Medium	150	2.5	375	4	\$ 83,200.00	
SN6	Geraldra Street - Hibernia St to Wood St	Medium	150	2.5	375	4	\$ 83,200.00	
SN7	Britannia Street - Dudauman St to O'Brien	Medium	250	2.5	625	4	\$ 124,400.00	
SN8	Britannia Street - Cambria St to O'Brien St	Low	330	2.5	825	4	\$ 157,360.00	
SN9	Hoskins Street - Martin St to O'Brien St	Low	450	2.5	1125	8	\$ 216,200.00	
SN10	O'Brien Street - Hoskins St to Dudauman St	Low	300	2.5	750	6	\$ 149,700.00	
SN11	Cambria Street - Britannia Street to Dudauman Street	Low	135	2.5	337.5	4	\$ 77,020.00	
SN12	Grogan Road - Wood Street to Cambria Street	Low	290	2.5	725	4	\$ 140,880.00	

High	15372	36778.8	186	\$ 7,001,789.00
Medium	9060	21842	138	\$ 4,468,270.00
Low	8573	20870.5	152	\$ 4,192,070.00
Low Low	1350	3375	12	\$ 608,400.00
Grand Total	34355	82866.3	488	\$ 16,270,529.00
Check	34355	82866.3	488	\$ 16,270,529.00
	0	0	0	0

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Cost Percentage Split	High	%	Medium	%	Low	%	Low Low	%	Total	Percentage
COOTAMUNDRA - Existing Footpaths, Ramps & Crossings	\$ 1,426,289.00	10%	\$ 1,070,190.00	7%	\$ 438,850.00	3%	\$ 165,600.00	1%	\$ 3,100,929.20	21%
COOTAMUNDRA - Bitumen Footpath Replacement	\$ 56,800.00	0%	\$ 587,200.00	4%	\$ 326,240.00	2%	-	0%	\$ 970,240.07	7%
MISSING LINKS AND NEW INFRASTRUCTURE - COOTAMUNDRA	\$ 3,595,590.00	15%	\$ 1,413,720.00	9%	\$ 2,174,920.00	15%	\$ 442,800.00	3%	\$ 7,627,030.44	42%
MISSING LINKS AND NEW INFRASTRUCTURE - WALLENDREEN	\$ 1,188,570.00	8%	\$ 861,320.00	6%	\$ 510,900.00	3%	-	0%	\$ 2,560,790.17	17%
MISSING LINKS AND NEW INFRASTRUCTURE - STOCKINBINGAL	\$ 734,540.00	5%	\$ 535,840.00	4%	\$ 741,160.00	5%	-	0%	\$ 2,011,540.14	14%
Totals	\$ 7,001,789.00	38%	\$ 4,468,270.00	30%	\$ 4,192,070.00	28%	\$ 608,400.00	4%	\$ 16,270,529.00	100%
Checks	\$		\$		\$		\$		\$ -	100%

Length Percentage Split	High	Medium	Low	Low Low	Total	Percentage
COOTAMUNDRA - Existing Footpaths, Ramps & Crossings	3167	2390	1050	350	6957	20%
COOTAMUNDRA - Bitumen Footpath Replacement	70	880	258	0	1208	4%
MISSING LINKS AND NEW INFRASTRUCTURE - COOTAMUNDRA	7905	2860	4710	1000	16475	48%
MISSING LINKS AND NEW INFRASTRUCTURE - WALLENDREEN	2660	1860	1050	0	5570	16%
MISSING LINKS AND NEW INFRASTRUCTURE - STOCKINBINGAL	1570	1070	1505	0	4145	12%
Totals	15372	9060	8573	1350	34355	100%
Checks	0	0	0	0	0	

All prices subject to CPI and market increase.

Appendix D - PAMP Survey and Results Summary

Pedestrian Access and Mobility Plan (PAMP) Survey

What is a PAMP?

Together with the Roads and Maritime Services (RMS), Councils in NSW have a responsibility to provide safe, convenient and connected pedestrian routes which will encourage people to walk rather than use cars. In 1998, the RMS began a new program to assist councils in their planning for pedestrians. This program is known as PAMP – Pedestrian Access and Mobility Plan.

The Cootamundra-Gundagai Regional Council (CGRC) PAMP will align with Council's key principles and objectives identified in the 2022 Community Strategic Plan in achieving pathway network infrastructure and maintenance that respects community expectations and needs. It will provide the framework for developing pedestrian routes or areas identified as important for walkability, safety, convenience and mobility, with a particular focus on footpaths, kerb ramps and crossing facilities at critical locations.

The CGRC PAMP will be used to guide investment in safe, convenient and connected pedestrian infrastructure. It is the key instrument for planning and building needed pedestrian infrastructure in a prioritised manner. It is essential in supporting all major pedestrian funding requests directed through Transport for NSW (TfNSW) and will ensure that all available funding sources are being used effectively to improve the pedestrian network.

Community consultation and feedback is important in the development of this PAMP and Council thanks you for your participation.

1. Do you live in the Cootamundra-Gundagai Regional Council (CGRC) local district?
 - Yes
 - No

2. Do you utilise the services and facilities at the townships, villages and/or rural communities within CGRC (please mark all relevant locations)?
 - Cootamundra
 - Gundagai
 - Stockinbingal
 - Wallendbeen
 - Muttama
 - Coolac
 - Nangus
 - Tumblong
 - Adjungbilly

3. Are you familiar with the local footpath networks in the townships, villages and/or rural communities within CGRC (please mark all relevant locations)?
 - Cootamundra
 - Gundagai
 - Stockinbingal

- Wallendbeen
 - Muttama
 - Coolac
 - Nangus
 - Tumblong
 - Adjungbilly
4. Do you, or other family members, require mobility aids (such as wheelchairs, walking frames, etc) when travelling around the local area?
- Yes
 - No
5. Which type of community services and facilities located within the CGRC LGA do you access most frequently?
- Hospitals
 - Health Clinics
 - Childcare Centres
 - Aged Care Facilities
 - Pre-schools
 - Primary Schools
 - High Schools
 - Tafe
 - Community Business District/Mainstreet
 - Businesses not located in the CBD
 - Clubs/Pubs
 - Post Office
 - Railway Stations
 - Bus Stops
 - Taxi Ranks
 - Parks
 - Playgrounds
 - Ovals
 - Tourist Facilities
 - Recreation Areas (Tennis Courts, Swimming Pools, Sports Stadiums, Golf Courses)
 - Other (please specify) _____
6. Please provide the name and/or location of your top three most frequented services or facilities:
- 1. _____
 - 2. _____
 - 3. _____
7. Which types of pedestrian infrastructure best supports your pedestrian mobility needs?
- Footpaths and kerb ramps
 - Footpath repairs
 - Pedestrian crossings
 - Pedestrian refuges
 - Other (please specify) _____
8. Please provide your top three priority locations with regard to footpath infrastructure improvements (your wish list):

- 1. _____
- 2. _____
- 3. _____

9. Have you utilised existing cycleways within the region?

- Yes
- No

10. If so, which cycleways have you enjoyed the most and/or best suit your needs?

- 1. _____
- 2. _____
- 3. _____

11. Are you aware that Cootamundra-Gundagai Regional Council has a Road Safety Officer available to discuss local concerns with members of the community?

- Yes
- No

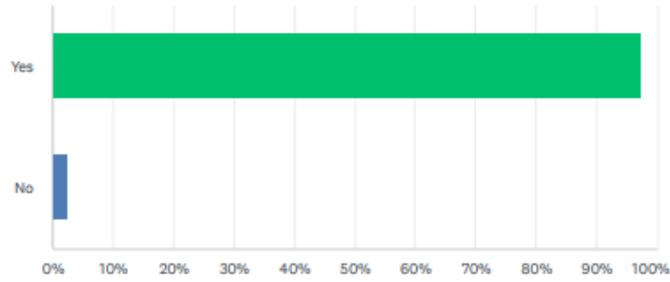
12. Is there additional information you would like noted regarding pedestrian access and mobility in the CGRC region:

Thank you for participating in this survey – your opinion is important to us.

If you require any further information, please contact the Road Safety Officer on 1300 459 689.

Q1 Do you live in the Cootamundra-Gundagai Regional Council (CGRC) district?

Answered: 122 Skipped: 0

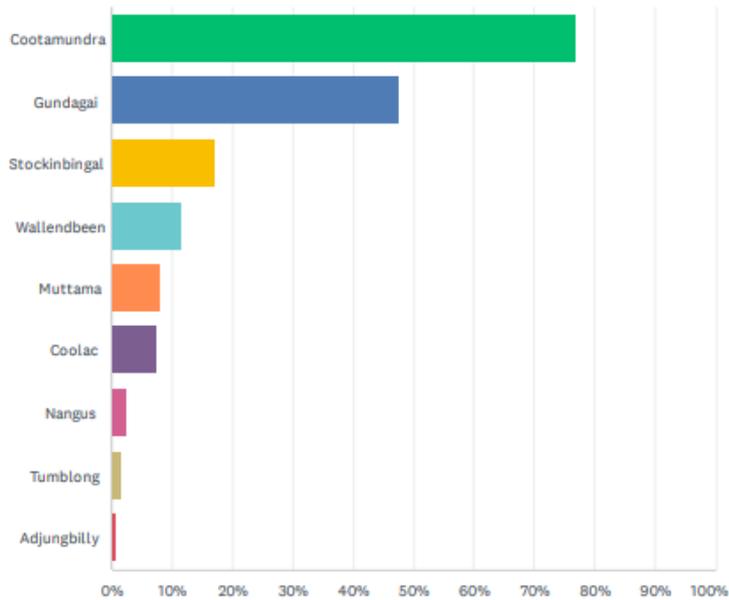


ANSWER CHOICES	RESPONSES	
Yes	97.54%	119
No	2.46%	3
TOTAL		122

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Q2 Do you utilise the services and facilities at the townships, villages and/or rural communities within the CGRC district (please mark all relevant locations)?

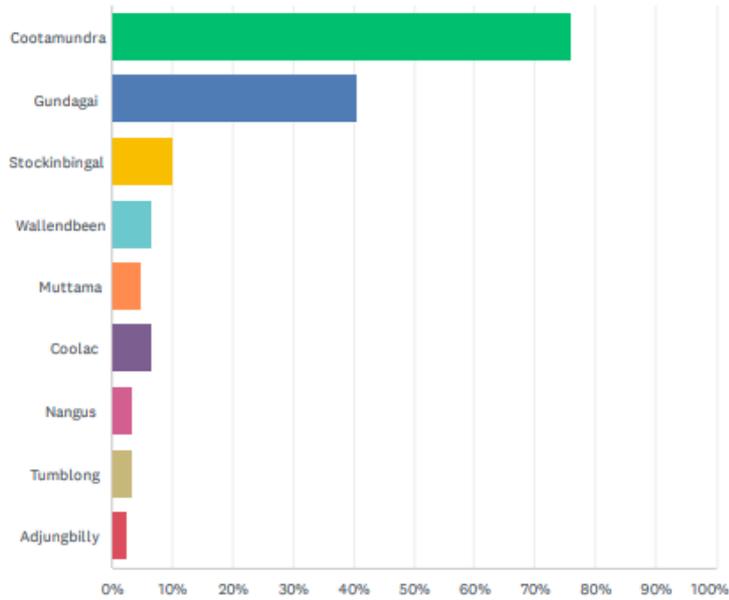
Answered: 122 Skipped: 0



ANSWER CHOICES	RESPONSES	
Cootamundra	77.05%	94
Gundagai	47.54%	58
Stockinbingal	17.21%	21
Wallendbeen	11.48%	14
Muttama	8.20%	10
Coolac	7.38%	9
Nangus	2.46%	3
Tumblong	1.64%	2
Adjungbilly	0.82%	1
Total Respondents: 122		

Q3 Are you familiar with the local footpath networks in the townships, villages and/or rural communities within CGRC (please mark all relevant locations)?

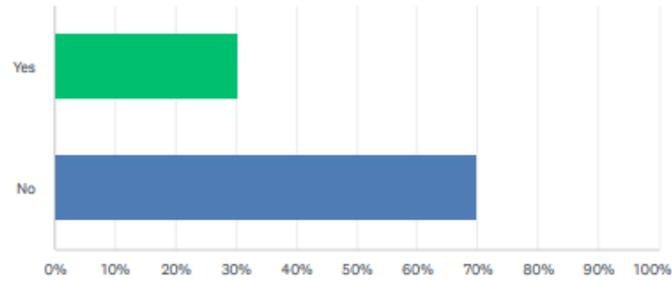
Answered: 121 Skipped: 1



ANSWER CHOICES	RESPONSES	
Cootamundra	76.03%	92
Gundagai	40.50%	49
Stockinbingal	9.92%	12
Wallendbeen	6.61%	8
Muttama	4.96%	6
Coolac	6.61%	8
Nangus	3.31%	4
Tumblong	3.31%	4
Adjungbilly	2.48%	3
Total Respondents: 121		

Q4 Do you, or other family members, require mobility aids (such as wheelchairs, walking frames, etc) when travelling around the local area?

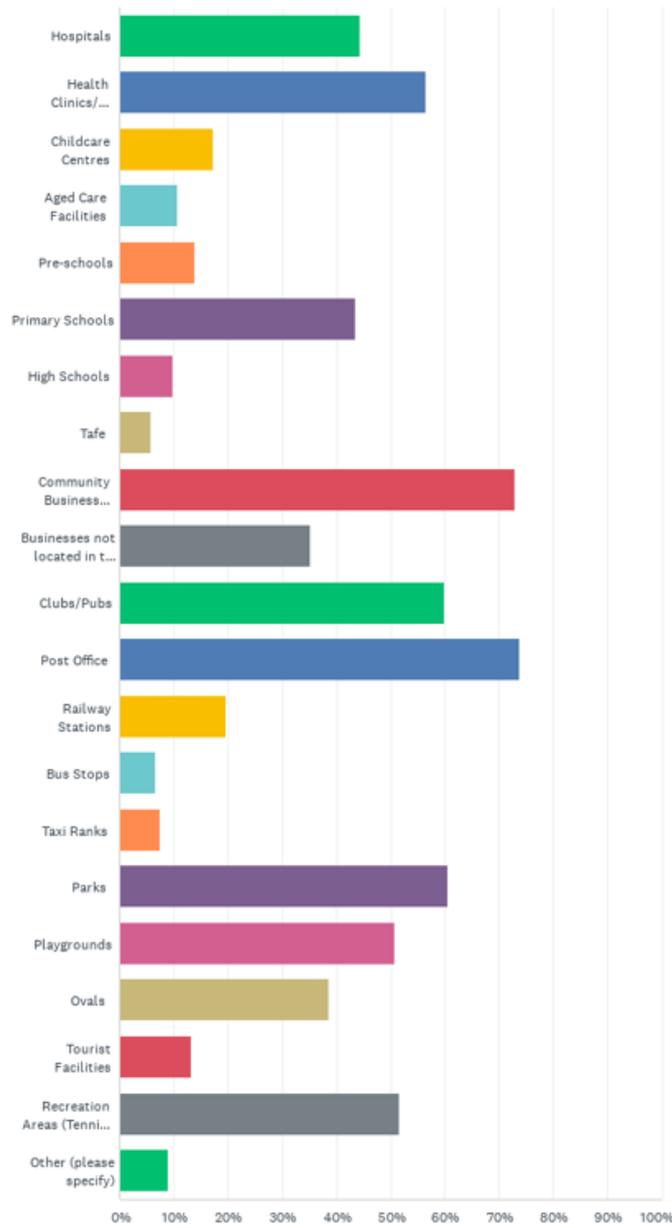
Answered: 122 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	30.33%	37
No	69.67%	85
TOTAL		122

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Q5 Which type of community services and facilities located within the CGRC region do you access most frequently



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ANSWER CHOICES	RESPONSES	
Hospitals	44.26%	54
Health Clinics/ Medical Centres	56.56%	69
Childcare Centres	17.21%	21
Aged Care Facilities	10.66%	13
Pre-schools	13.93%	17
Primary Schools	43.44%	53
High Schools	9.84%	12
Tafe	5.74%	7
Community Business District (CBD)/Mainstreet	72.95%	89
Businesses not located in the CBD	35.25%	43
Clubs/Pubs	59.84%	73
Post Office	73.77%	90
Railway Stations	19.67%	24
Bus Stops	6.56%	8
Taxi Ranks	7.38%	9
Parks	60.66%	74
Playgrounds	50.82%	62
Ovals	38.52%	47
Tourist Facilities	13.11%	16
Recreation Areas (Tennis Courts, Swimming Pools, Sports Stadiums, Golf Courses)	51.64%	63
Other (please specify)	9.02%	11
Total Respondents: 122		

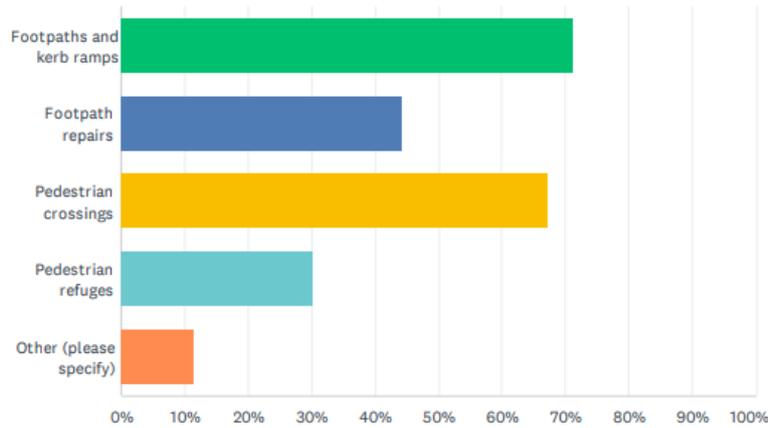
Q6 Please provide the name and/or location of your top three most frequented services or facilities:

Answered: 117 Skipped: 5

ANSWER CHOICES	RESPONSES	
1.	99.15%	116
2.	98.29%	115
3.	97.44%	114

Q7 Which types of pedestrian infrastructure best supports your pedestrian mobility needs?

Answered: 122 Skipped: 0



ANSWER CHOICES	RESPONSES	
Footpaths and kerb ramps	71.31%	87
Footpath repairs	44.26%	54
Pedestrian crossings	67.21%	82
Pedestrian refuges	30.33%	37
Other (please specify)	11.48%	14
Total Respondents: 122		

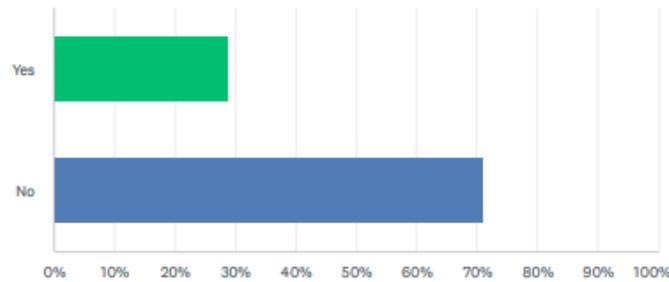
Q8 Please provide your top three priority locations with regard to footpath infrastructure improvements (your wish list)?

Answered: 112 Skipped: 10

ANSWER CHOICES	RESPONSES	
1.	100.00%	112
2.	87.50%	98
3.	69.64%	78

Q9 Have you utilised existing cycleways within the region?

Answered: 121 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes	28.93%	35
No	71.07%	86
TOTAL		121

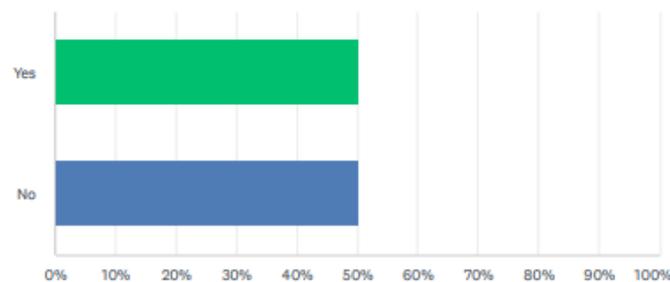
Q10 If so, which cycleways have you enjoyed the most and/or best suit your needs?

Answered: 54 Skipped: 68

ANSWER CHOICES	RESPONSES	
1.	100.00%	54
2.	40.74%	22
3.	27.78%	15

Q11 Are you aware the CGRC has a Road Safety Officer available to discuss local concerns with members of the community?

Answered: 120 Skipped: 2



ANSWER CHOICES	RESPONSES	
Yes	50.00%	60
No	50.00%	60
TOTAL		120

Q12 Is there any additional information you would liked noted regarding pedestrian access and mobility in the CGRC region?

Answered: 82 Skipped: 40

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**COOTAMUNDRA-
GUNDAGAI** REGIONAL
COUNCIL

COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

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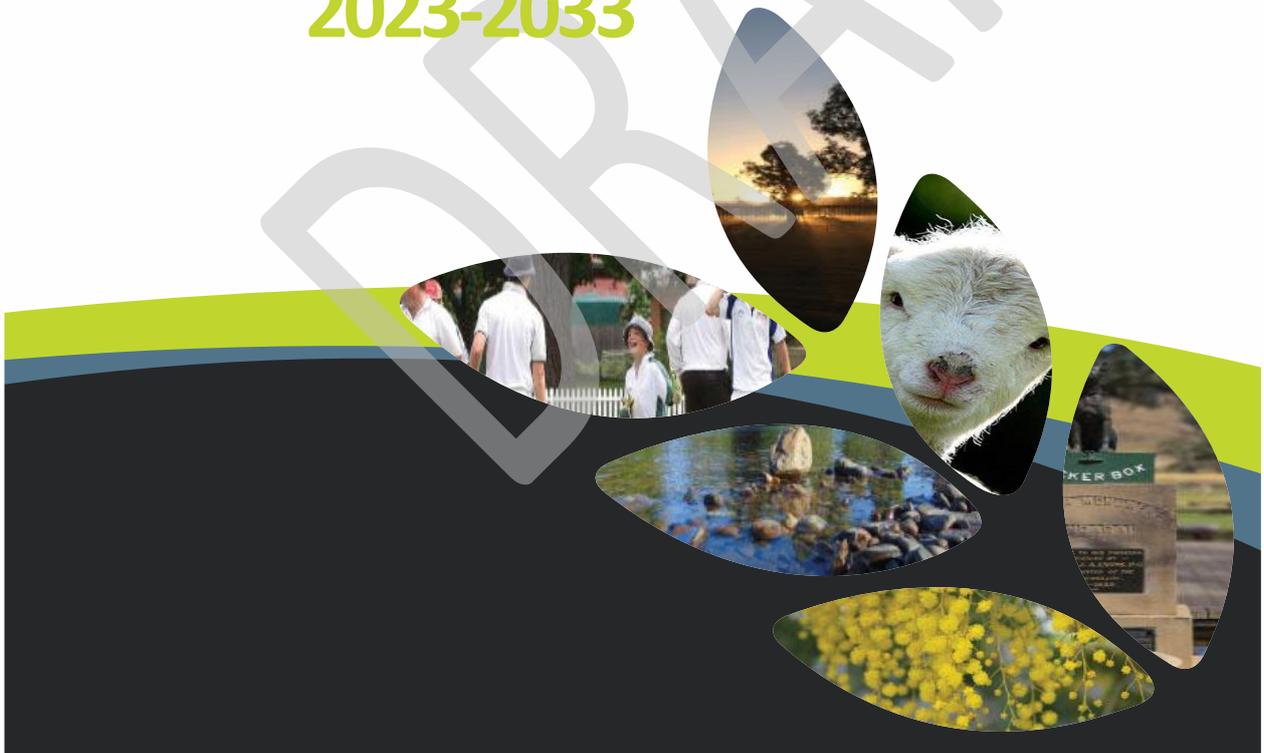
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**COOTAMUNDRA-
GUNDAGAI** REGIONAL
COUNCIL

Gundagai & Villages Pedestrian Access and Mobility Plan 2023-2033



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Version Control

Ref	Date	Date effective	Council Resolution	Description
2023.1	09.02.2023	18.04.2023	108/2023	PAMP was formally endorsed by Council.
2025.1	13.11.2025			Annual review and update.
2026.1				Update endorsed by Council.

1. Introduction

1.1 Background

Together with Transport for NSW (TfNSW), all local Councils in NSW have a responsibility to provide safe, convenient and connected pedestrian routes which will encourage people to walk rather than use cars. In 1998, TfNSW (then the Roads and Traffic Authority (RTA)) began a new program to assist councils in their planning for pedestrians. This program is known as PAMP – Pedestrian Access and Mobility Plan. A PAMP is a comprehensive strategic and action plan to develop pedestrian policies and build pedestrian facilities (RTA, 2002).

The Gundagai & Villages PAMP will align with Council's key principles and objectives identified in the Towards 2050 Community Strategic Plan, and the previous Gundagai Shire PAMP plans. It will provide the framework for developing pedestrian routes or areas identified as important for walkability, safety, convenience and mobility, with a particular focus on footpaths, kerb ramps and crossing facilities at critical locations.

A Cycleways Plan will be developed in collaboration with each PAMP and will primarily focus on developing safe cycleway infrastructure and connections with external attractors, separate from the main footpath network to ensure pedestrian safety. While a PAMP concentrates on pedestrian safety and internal footpath links, Cycleways are designed to provide external areas for cyclist to ride safely with reduced obstacles.

This PAMP will also align with the NSW Future Transport 2056 Regional Services and Infrastructure Plan and the NSW Walking Strategy, TfNSW Older Persons Transport and Mobility Plan 2018-2022, TfNSW Walking and Cycling Program 2020-2021, and The Australian Prevention Partnership Centre's Getting Australia Active III.

1.2 Objectives

The overarching aim of the Gundagai & Villages PAMP is to address barriers to walking by providing improved pedestrian infrastructure at critical locations. The specific objectives of the PAMP are:

- To facilitate improvements in the level of pedestrian access and priority, particularly in areas of pedestrian concentration.
- To reduce pedestrian access severance and enhance safe and convenient crossing opportunities on major roads.
- To facilitate improvements in the level of personal mobility and safety for pedestrians with disabilities and older persons through the provision of pedestrian infrastructure and facilities which cater to the needs of all pedestrians.
- To provide links with other transport services to achieve an integrated land use and transport network of facilities that comply with best technical standards.
- To ensure that pedestrian facilities remain appropriate and relevant to the surrounding land use and pedestrian user groups.
- To meet obligations under the Commonwealth Disability Discrimination Act (1996).

The Gundagai & Villages PAMP will be used to guide investment in safe, convenient and connected pedestrian infrastructure. It is the key instrument for planning to build needed pedestrian infrastructure in a prioritised manner. It is essential in supporting all major pedestrian funding opportunities directed through TfNSW based on a prioritised delivery plan. This will ensure that all available funding sources are being used effectively to improve the pedestrian network.

The Gundagai & Villages PAMP will be reviewed annually to assess progress and update priorities as required.

1.3 Methodology

The PAMP was developed over five stages:

1. Community consultation and analysis of relevant pedestrian statistics
2. Collection of relevant data and a facilities audit
3. Identification of a pedestrian network hierarchy
4. Prioritisation of pedestrian needs and facilities
5. Development of a schedule of works.

1.4 Conceptual Framework

Two key conceptual frameworks have been considered in the development of the PAMP: Towards Zero and Safe Systems.

Towards Zero poses a challenge to all road authorities, stakeholders and road users to operate the road transport system without anyone being killed or seriously injured. Towards Zero is recognised as a process of going towards the goal of zero fatalities, and involves the whole community (Austroads 2016a).

In order to achieve Towards Zero, New South Wales has adopted the Safe System approach to planning.

The Safe System approach originated in Sweden and the Netherlands and was officially endorsed by the Australian Transport Council (ATC) in 2003. This approach now guides road safety policy in all jurisdictions across Australia and internationally.

Central to the Safe System is an acknowledgement of our limited ability as humans to tolerate physical force. It also recognises human error in the system is inevitable no matter how educated and compliant we are in obeying traffic laws.

The Safe System approach is underpinned by these principles:

- People are human and sometimes make mistakes – a simple mistake should not cost anyone their life.
- Roads, roadsides and vehicles need to be designed to minimise crashes or reduce forces if a crash happens.
- Road safety is a shared responsibility – everyone needs to make safe decisions on and around the road to prioritise safety.

The goal is to manage the forces that injure people in a crash to a level that the human body can tolerate without serious injury or deaths. The Safe System approach argues that for as long as mistakes are likely, all road users need to be protected, and this protection is best provided by four elements:

- safer roads and roadsides
- safer speeds
- safer vehicles and
- safer people.



Pedestrians (within the group of safer road users) and footpaths (within safer roads and roadsides) are directly addressed by this PAMP.

2. Study Area

2.1 Scope of Study

The PAMP is focused on the two most critical types of pedestrian infrastructure - footpaths and road crossings. The scope of the study is pedestrian facilities provided by Council. This includes footpaths (both shared and pedestrian only) and pedestrian crossing facilities. It does not include issues of access into buildings.

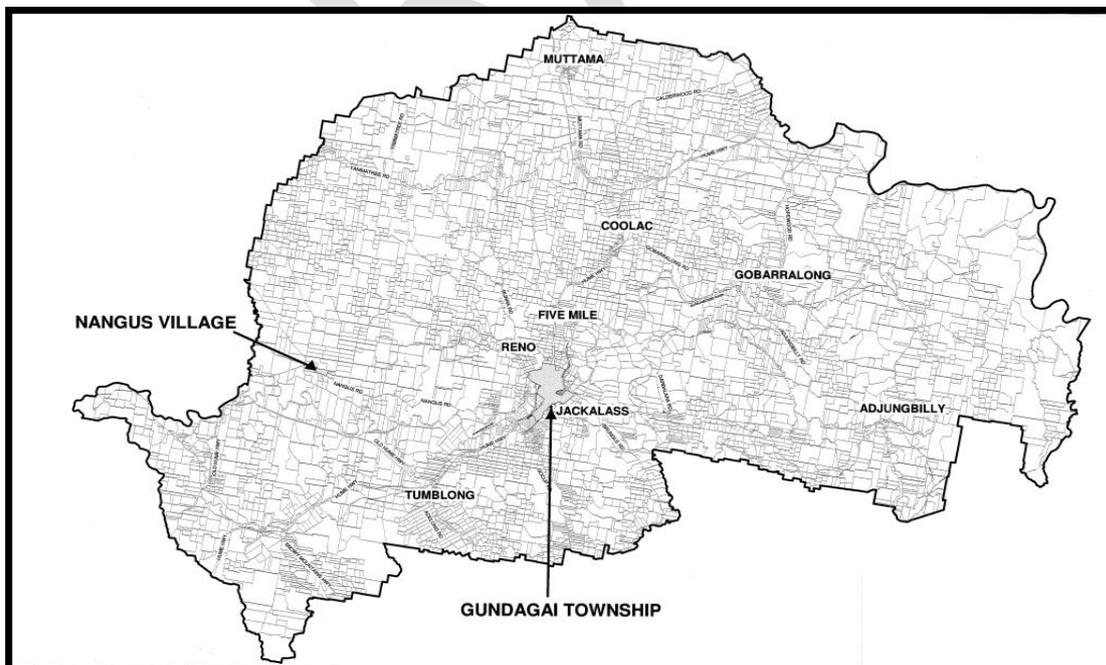
Pedestrian infrastructure includes footpaths, kerb ramps, kerb extensions, pedestrian refuges, pedestrian crossings, tactile indicators, seats and streetlighting. Implementation of new facilities needs to be complemented by ongoing maintenance such as repairing uneven footpath slabs, street sweeping, signs and line marking, and removing obstructions from footpaths.

Good quality road crossings reduce the occurrence of crashes involving pedestrians and vehicles. Streets that facilitate safe and comfortable crossings reduce barriers that discourage people from walking. Road crossings can include pedestrian bridges or underpasses, traffic signals, refuges, kerb extensions, zebra crossings and median strips. These may be either standalone pedestrian facilities or incorporated into other traffic facilities.

Non-infrastructure actions such as educational programs do not form part of the PAMP but will be considered by the State Government and Council as part of other programs such as road safety and school-based programs.

2.2 Study Area

The focus areas of the Gundagai & Villages PAMP are the township of Gundagai, the villages of Nangus, Tumblong and Coolac due to population density and pedestrian attractors.



3. Characteristics of the Local Government Area

3.1 Population and Land Use

Gundagai is part of the Eastern Riverina Agricultural Region of NSW located 390 kilometres south-west of Sydney along the Murrumbidgee River and Tumut mountain ranges. The Hume Highway, the main transport route between Sydney and Melbourne, traverses the shire. The river and the highway have always made a critical contribution to the physical and economic development of the area.

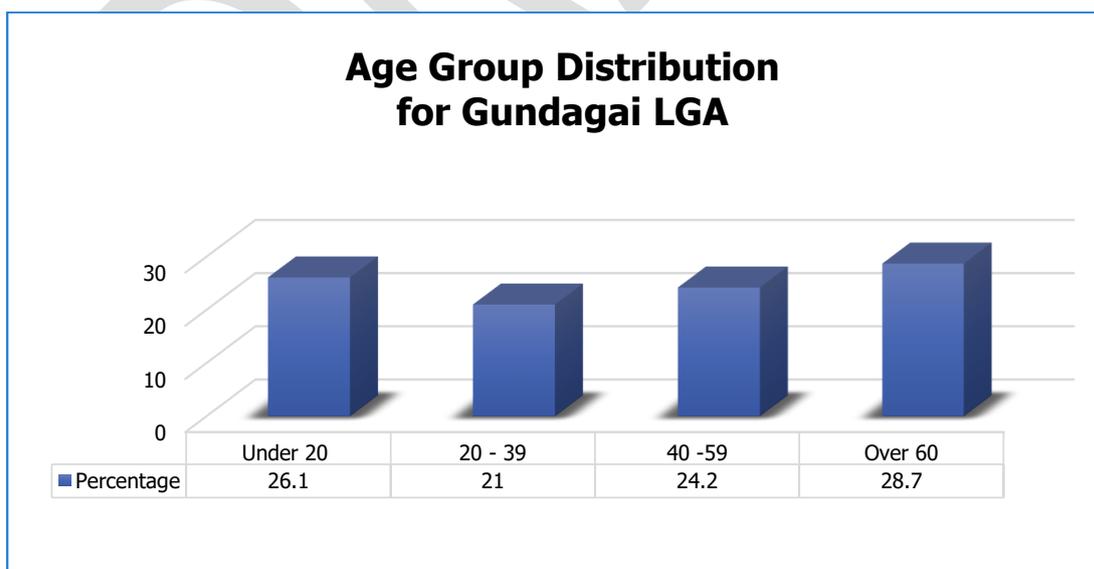
The Gundagai region is part of the traditional lands of the Wiradjuri people, with considerable folklore associated with Aboriginal cultural and spiritual beliefs. The floodplains of the Murrumbidgee running through the town of Gundagai were a frequent meeting place of the Wiradjuri.

Gundagai is perhaps most famous for its monument to the early pioneers, the iconic Dog on the Tuckerbox, situated on the Hume Highway, 8 kms north of Gundagai. Other than tourism, Gundagai's economy remains dominated by stock, as well as wheat, lucerne and maize production.

Population Density Comparison

Gundagai	Muttama	Nangus	Coolac	Tumblong	Adjungbilly
3713	140	240	244	225	101

As reported by the Australian Bureau of Statistics 2021, Gundagai LGA has an estimated resident population of 3713 people. Of these, 49.7% of residents are male, 50.3% are female. The median age for the Gundagai region is 49 years, while residents over 60 years account for 28.7% of the population.



3.2 Road Hierarchy

The Gundagai Civil Works team maintains 16.8 km of constructed footpaths, 467.1 km of sealed roads, 371.9 km of unsealed roads, and 90 bridge structures throughout the Gundagai LGA and are dedicated to ensuring the road network is kept to the highest possible standard for the safety and well-being of the community and visitors. The entire road network is comprised of 92.4km of State Roads, 53.6 km of Regional Roads and 693 km of Local Roads.

Gundagai, Nangus, Tumblong and Coolac pedestrian generators and attractors are mainly located within the CBD and in outlying areas. Outlying generators and attractors include medical centres, schools, aged facilities, parks, businesses, transport hubs, tourist attractions, and sporting and recreational facilities.

3.3 Public Transport

Gundagai, Nangus, Tumblong and Coolac have a unique and advantageous location with respect to proximity to major centres such as Wagga Wagga, Canberra, Sydney and Melbourne. Numerous coach services operating between regional centres provide transport services daily with easy access to the main highway between Sydney and Melbourne.

The railway connecting Gundagai with the Main Southern Railway line closed in 1984 due to flood damage.

Daily coach services, taxi services, community transport options, school buses and club patron buses are available within and surrounding Gundagai.

3.4 Future Pedestrian Needs

The Community Strategic Plan (CSP) represents the highest level of strategic planning undertaken by local government and helps determine Council’s actions over the next ten years. The purpose of the CSP is to identify the community’s main priorities and aspirations for the future and to plan strategies for achieving these goals. It guides all remaining strategies and plans and must be developed by councils with and on behalf of the community.

Outcomes	Measure	Source
A safe, sustainable and efficient road and pathway network	<ul style="list-style-type: none"> Community satisfaction with the safety of the road network in their town or village and across the region Community satisfaction with the condition of the road network in their town or village and across the region 	<ul style="list-style-type: none"> Cootamundra-Gundagai Regional Council community survey

In combination with the following three documents, the PAMP builds on CGRC’s 2022 Community Strategic Plan (CSP) in achieving infrastructure and maintenance that respects community expectations and needs.

- The Cootamundra-Gundagai Regional Council Transport Strategy will bring together detailed supporting strategies and plans into a coherent strategy for the Cootamundra-Gundagai Regional Council transport system.
- The Cootamundra-Gundagai Regional Council Cycleway Plan will be a strategic infrastructure action plan focusing on the ongoing development of the cycle network both within and linking the main urban areas of the region and creating shared cycle and pedestrian networks within the region’s villages.

- The Cootamundra-Gundagai Regional Council Active Community Accessibility Plan (ACAP) will combine both the Cycleways Plan and PAMP and will include tourism, planning and environmental aspects.

4. Research, Review and Data Collection

4.1 Literature Review

The following plans and policies have been used and/or referenced in the formation of this plan:

- 2026 Road Safety Action Plan
- National Road Safety Strategy 2011 – 2020
- NSW Road Safety Strategy 2012-2021
- Austrroads Guide to Road Design Part 6A: Pedestrian and Cyclist Paths
- NSW Future Transport 2056 Regional Services and Infrastructure Plan
- NSW Walking Strategy
- TfNSW Older Persons Transport and Mobility Plan 2018-2022
- TfNSW Walking and Cycling Program 2020-2021
- The Australian Prevention Partnership Centre’s Getting Australia Active III.

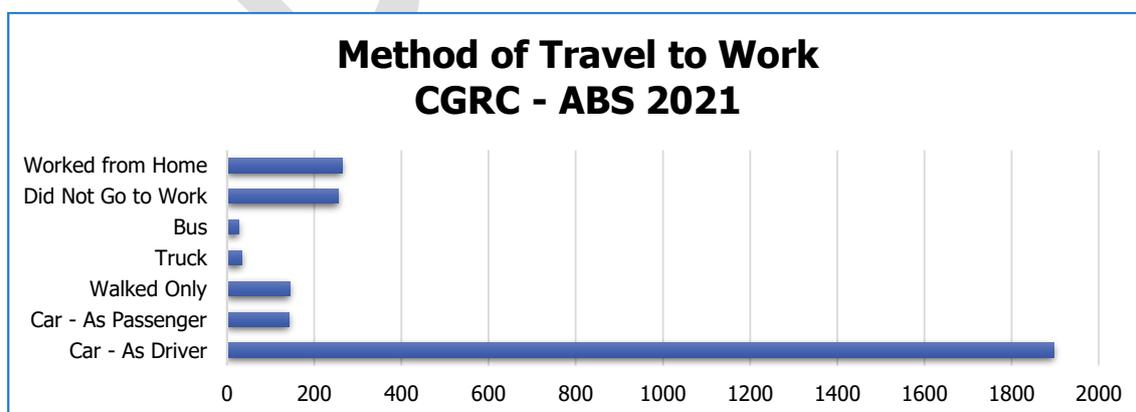
Other documents referenced and/or considered include customer service requests from the community regarding requests for footpaths, crossings and access points and relevant Council plans and policies relating to footpaths.

4.2 Traffic and Pedestrian Data

Within Gundagai, Nangus, Tumblong and Coolac, pedestrian generators and attractors are mainly located within the CBD. Outlying generators and attractors include medical centres, schools, aged facilities, parks, businesses, transport hubs, and sporting and recreational facilities.

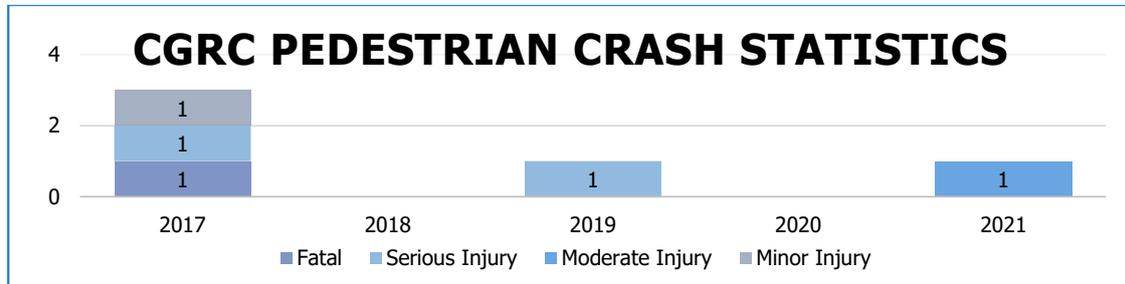
Traffic and pedestrian data from the Australian Bureau of Statistics 2021, information provided on vehicle movements and speeds within the region, and community feedback have all played a major role in the prioritisation of PAMP Routes and the identification of works needed to improve pedestrian facilities.

Footpath Audits are also regularly undertaken to assess the current status of pedestrian facilities. When auditing footpaths the condition of the footpath is assessed, trip hazards identified and reported, and maintenance carried out as required.



4.3 Pedestrian Crash Data

Pedestrians are vulnerable road users and in the event of a crash, unlike vehicle occupants, have little or no protection to shield them from the force of the crash. Crashes involving pedestrians often result in more severe outcomes and therefore appropriate pedestrian infrastructure is of critical importance.



Ratified data over the past five years (2017 to 2021 inclusive), reports a total of 5 pedestrian crashes within the Cootamundra-Gundagai Regional Council LGA, one of which was fatal, two resulted in serious injuries and one pedestrian received minor injuries. There were no pedestrian crashes recorded in 2016 or 2018.

Crash statistics provide valuable information on location, time of day and weather conditions. Statistics for CGRC note that four out of the five pedestrian crashes occurred on 2-way undivided roads of which one of crash occurred in darkness, two in daylight hours and two at dusk. Although there is no evidence of crash clusters in the region, the crash data does highlight the importance of additional footpaths and pedestrian crossings within residential areas.

4.4 Public Disability Car Spaces

The list and corresponding map below highlight the current locations of disability car parks available on Council roads in Gundagai. Private disability car parks are not included in this list.

Map Number	Pedestrian Attractor	Location	Number of Spaces
1	Gundagai District Services Club	0 Sheridan Street, Gundagai	1
2	Gundagai CBD	234 Sheridan Street, Gundagai	1
3	Gundagai CBD	164 Sheridan Street, Gundagai	1
4	Gundagai Medical Centre	95 Sheridan Street, Gundagai	1
Total On-Street Public Disabled Car Parks			4



5. Community Consultation

5.1 Participation

A public survey was carried out between 25 July and 31 December 2022 with the aim of ascertaining the needs and concerns of the community. In order to ensure that relevant stakeholder views were represented, the survey was distributed throughout the community via Council's website, Facebook page, and local paper. The PAMP Survey was also distributed to relevant community groups. A copy of the survey and the results is provided in Appendix D.

Recent service requests regarding pedestrian issues recorded in Council's management system were also considered in establishing footpath priorities.

The Draft PAMP was placed on public exhibition for a period of 28 days and received xx submissions during that time frame.

5.2 Community Consultation Results

At the end of the survey period, a total of 154 responses were received with a summary of the pertinent results included below:

- Gundagai represented 48% of participants with the least number of responses coming from the Adjunghilly community, with 0.8%.
- 30% of the residents partaking in the survey require mobility aids when walking (such as wheelchairs, walking frames, etc).
- Footpaths and kerb ramps rated as the most important pedestrian infrastructure required to support pedestrian mobility needs at 71%.

The following were considered to be the most important issues as determined by residents:

- A lack of footpaths linking local facilities and attractors with the residential areas of town.
- Substandard kerb ramps and kerb heights throughout the network.
- The need for additional pedestrian crossings.

The majority of respondents provided further information regarding areas of interest, room for improvement and suggestions for new or improved paths. These comments have been considered when developing the schedule for future pedestrian facilities. A full summary of survey results has been provided in Appendix D.

6. PAMP Work Prioritisation

6.1 Work Prioritisation Identification

On-site physical audits have been conducted along all high, medium and low priority identified pedestrian routes noted as areas of concern resulting from the public consultation, recorded service requests and current work schedules. The key focus of the route audits has been to identify access barriers for pedestrians with specific focus on access for less mobile pedestrians such as the elderly and people with disabilities.

The identified barriers found in a number of locations were:

- Poor kerb ramp design not meeting Australian Standard
- Lack of kerb ramps at pedestrian crossing points
- Lack of pedestrian refuges in areas of wide road crossing near pedestrian generators
- Lack of footpath infrastructure
- Cracking and raised paving in the path of travel.

The audit was conducted using the following documents or sections thereof:

- How to Prepare a Pedestrian Access and Mobility Plan – RTA
- Austroads guidelines 2002 and in accordance with RTA Technical Direction TD2003 / RS03 Ver. 2 (August 2005).

All crossing points along the identified pedestrian routes were examined as a part of this PAMP. New footpaths have also been identified and can be seen in Appendix B. These footpaths are required to complete links, extend the existing network to popular facilities and improve existing footpaths where required.

6.2 Work Prioritisation Methodology

The priority of works has been determined based the Weighted Criteria Scoring System for PAMP Works Prioritisation as developed for the RTA PAMP Guidelines, utilising community consultation. All works are ranked according to the total score as either High, Medium, Low or Low Low priority.

Easy Guide to Assessing Footpath Risk Rating		LIGHTING	Lighting Excellent (5)	Lighting Good (4)	Lighting Adequate (3)	Lighting Inadequate (2)	No Artificial Lighting (1)
		SHADOWS	No Shadows	Little Shadow	Some Shadow	Medium Shadow	Heavy Shadow
TRIP SIZE (mm)	UNEVENNESS	SLIPPERINESS	If rating is in coloured, you must consider the volume of traffic and the location of the footpath. If they are important, go to the next level up.				
> 30 (5)	Extreme (5)	Extreme (5)	1	1	1	1	1
20 to 30 (4)	Very (4)	Very (4)	2	2	2	1	1
15 to 20 (3)	Uneven (3)	Uneven (3)	2	2	2	2	1
5 to 15 (2)	Slight (2)	Slight (2)	3	3	3	2	2
< 5 (1)	(1)	(1)	4	4	4	4	4
<i>High Priority 1 to Lower Priority 4</i>							

Each identified pedestrian crossing point was scored using this system. These criteria are not intended to exclude works all together, but rather to provide a means of determining the priority of works.

Conclusions and Recommendations

From the works identified in Appendix B, Council shall identify prioritised works and plan within the given resources available for the financial year.

The following recommendations are made as part of this Plan:

Increased inclusive mobility:

- Council provide access on foot for as many places as possible, particularly to public buildings and health services.
- Ensure walking and mobility needs are considered in all future Master Plans and redevelopment opportunities.
- Ensure walking and mobility needs are considered in all future development applications and planning processes.
- Ensure that as far as practical the construction and maintenance of paths provide acceptable cross fall, grades and other design standards to suit disability requirements.

Well designed and managed spaces and places for people:

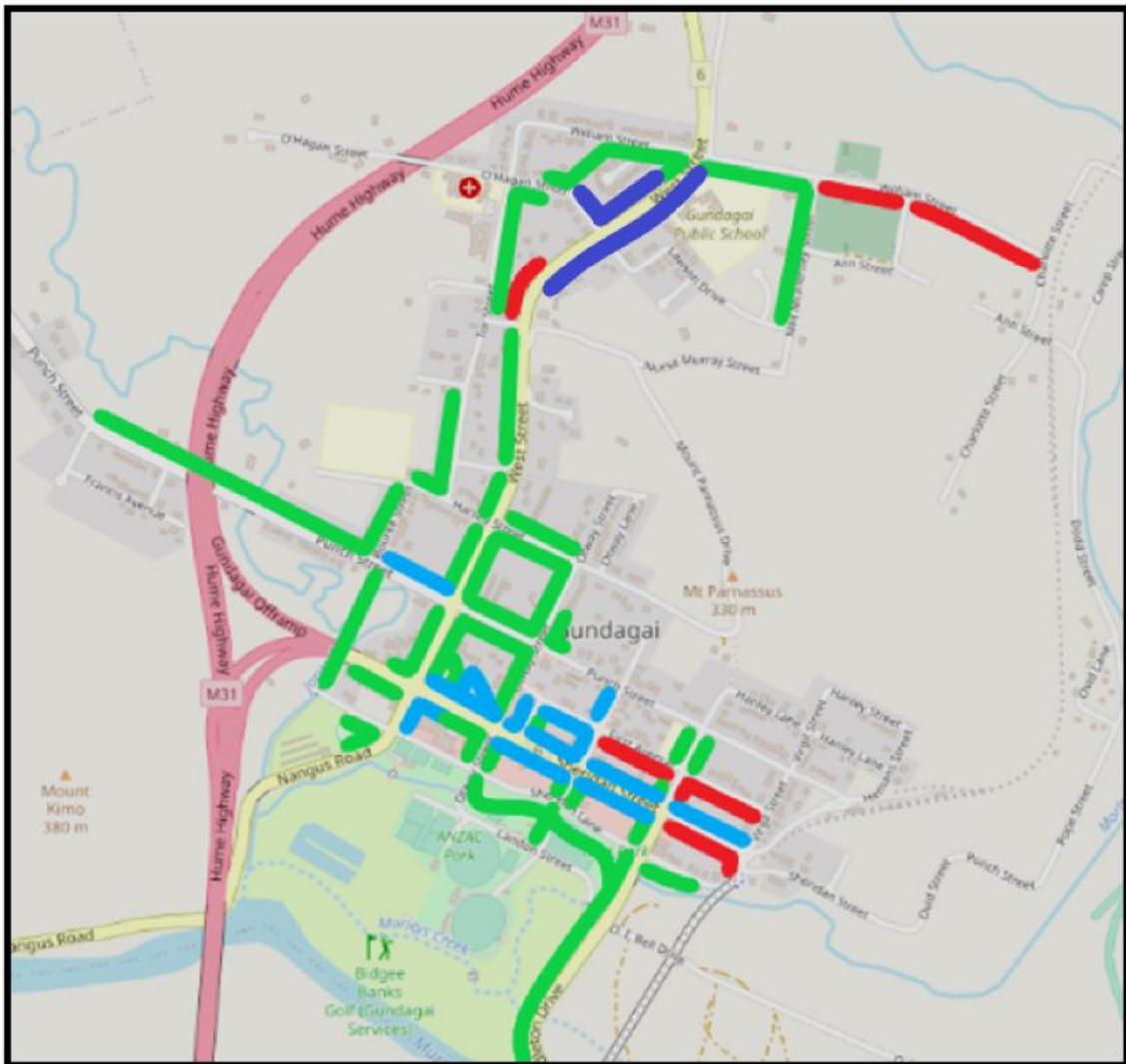
- Ensure pedestrian needs are promoted as part of future road reconstructions.
- Community events coordinated by Council will provide access for pedestrians and people with reduced accessibility.
- Ensure vegetation on road verges is managed so as not to inhibit the safe and accessible use of these areas by pedestrians.

Increased safety for pedestrians:

- Ensure pedestrian safety is prioritised in high pedestrian areas and in areas of vulnerable road users (schools, aged care, CBD).
- Promote a healthy community.
- Encourage the use of footpath and shared footpath/cycleway network for health and recreational use.

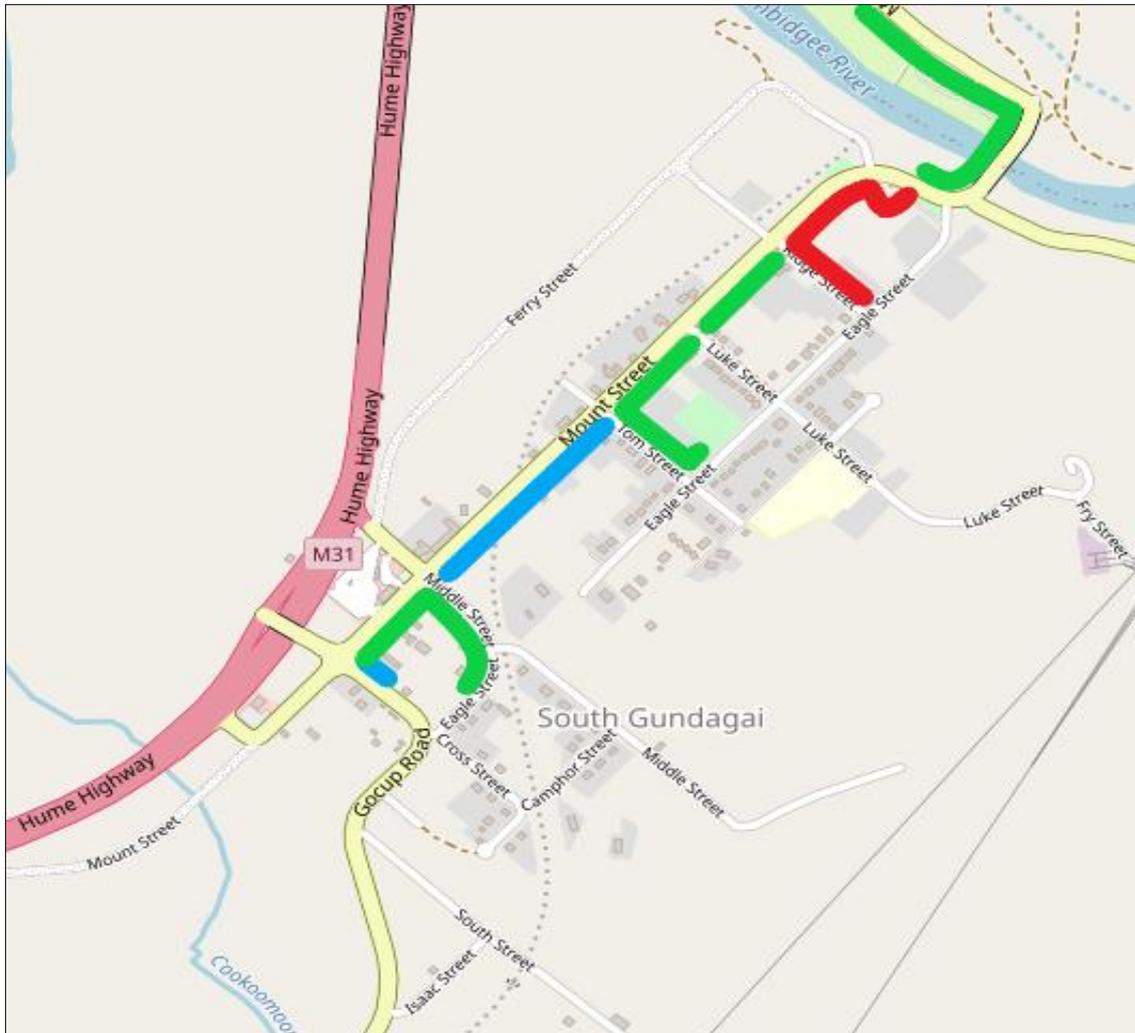
Appendix A – Maps of Existing Pedestrian Network

North Gundagai



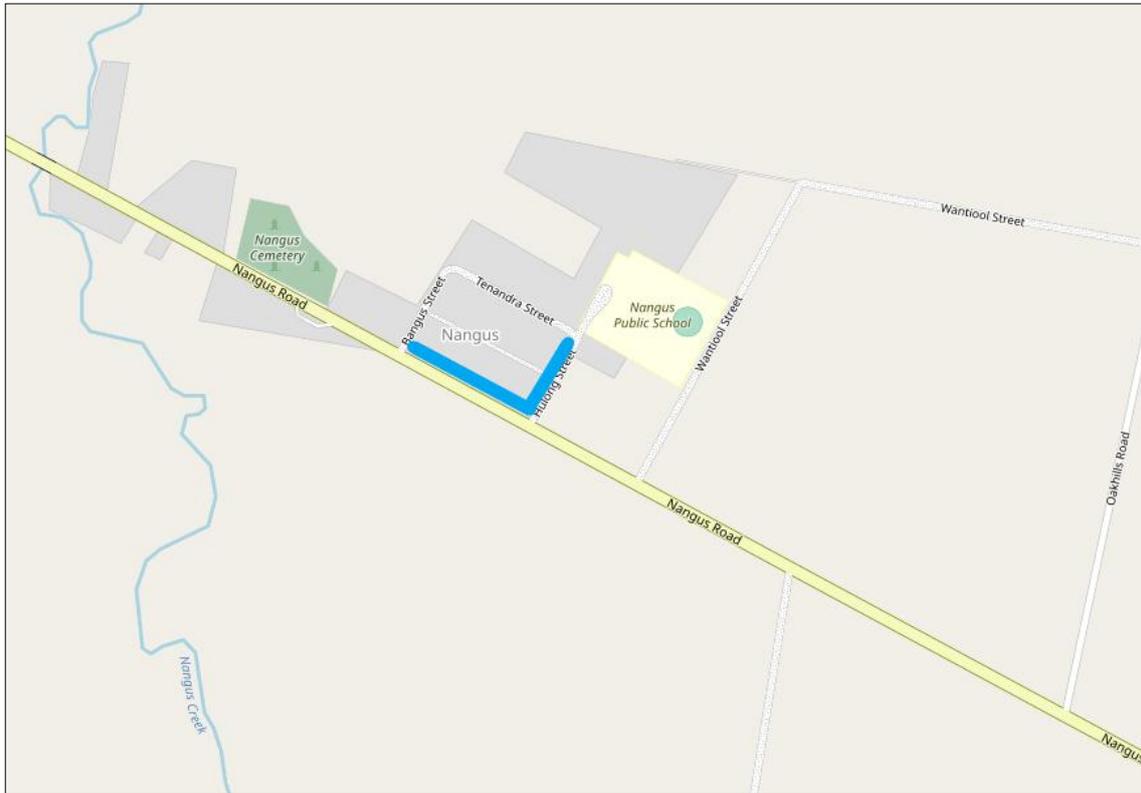
-  URGENT REPAIRS REQUIRED
-  REPAIRS REQUIRED
-  GENERAL MAINTENANCE
-  NEW FOOTPATHS

South Gundagai



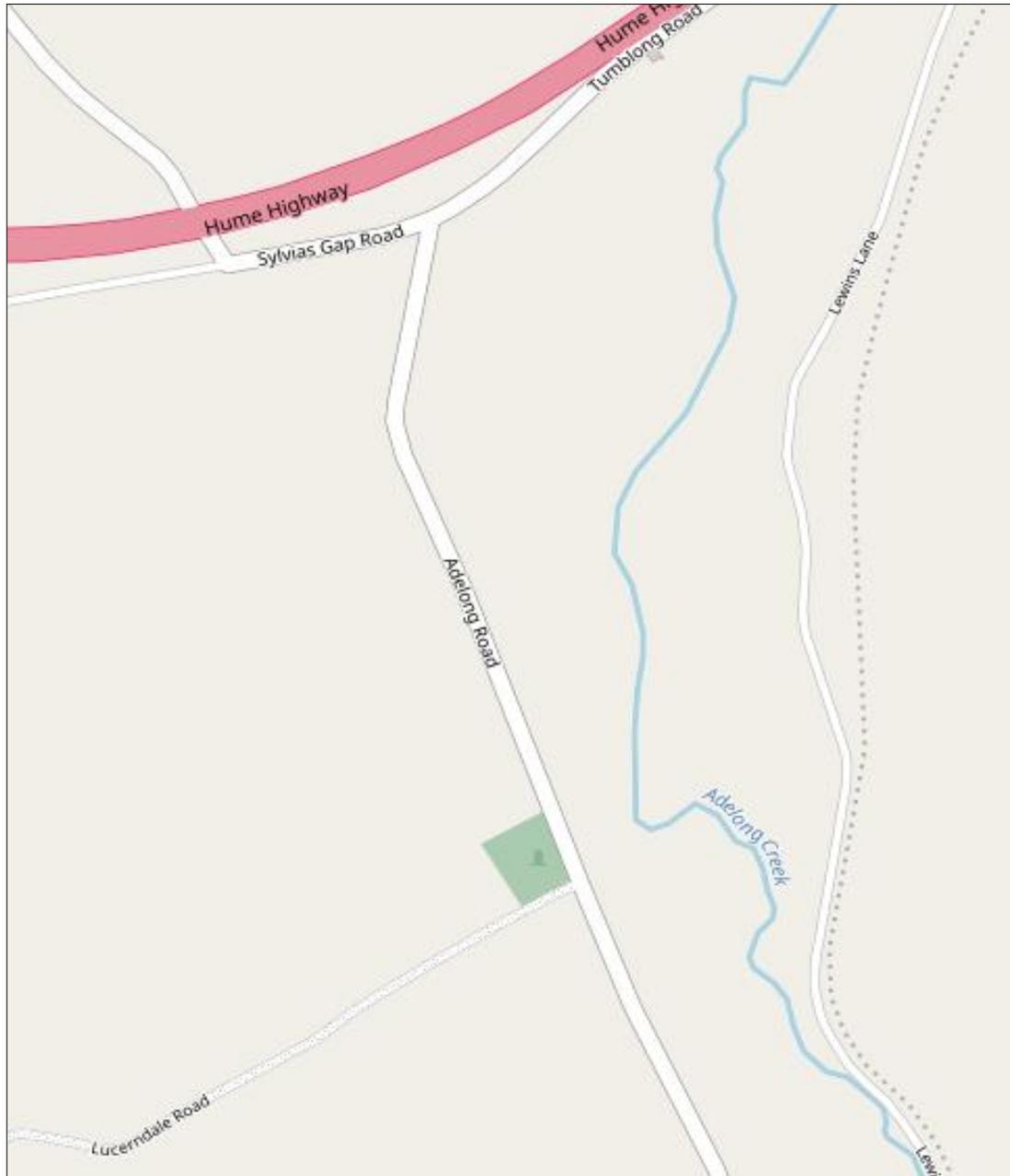
- █ URGENT REPAIRS REQUIRED
- █ REPAIRS REQUIRED
- █ GENERAL MAINTENANCE

Nangus



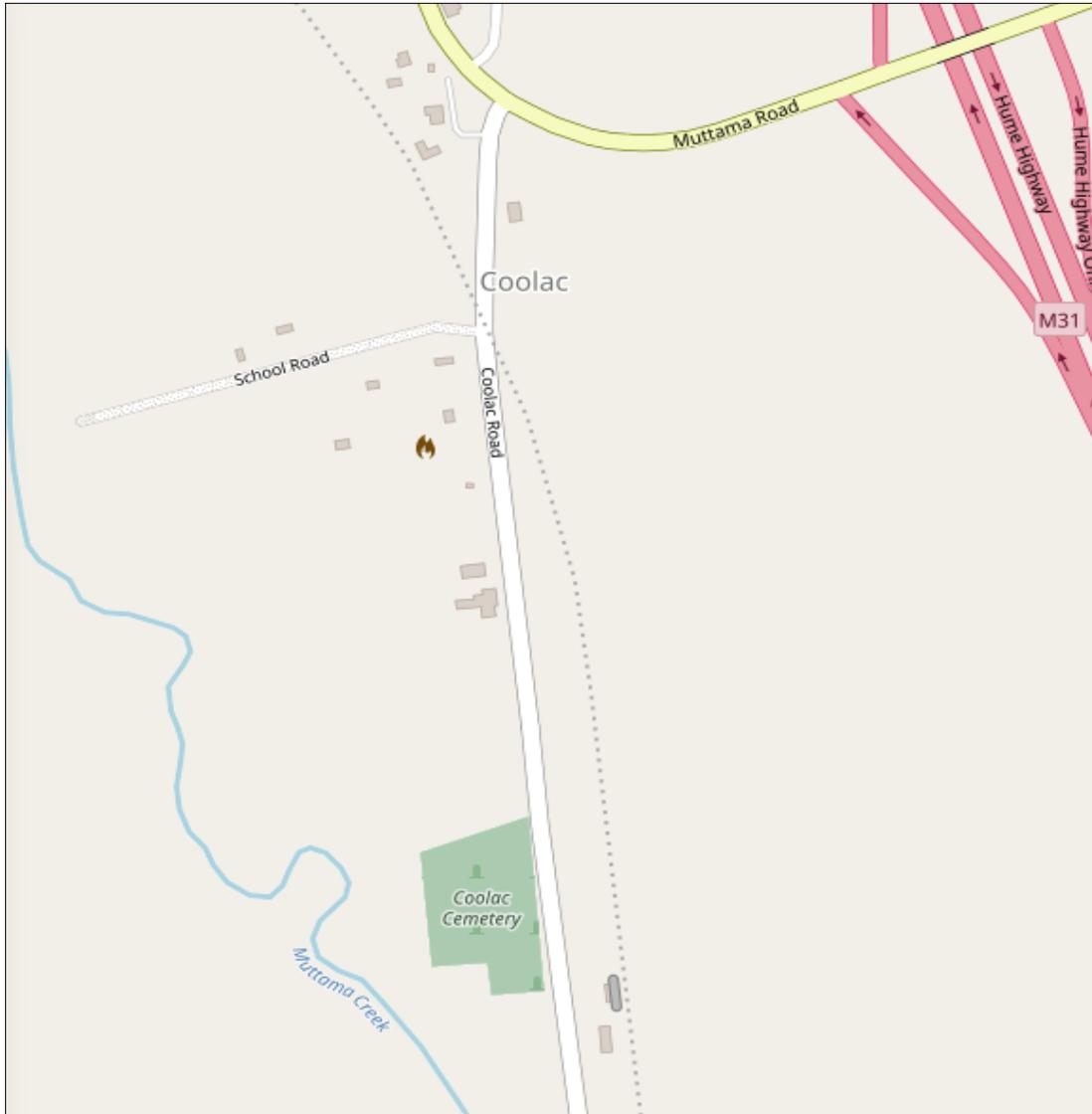
-  **URGENT REPAIRS REQUIRED**
-  **REPAIRS REQUIRED**
-  **GENERAL MAINTENANCE**

Tumblong



NO EXISTING FOOTPATH INFRASTRUCTURE

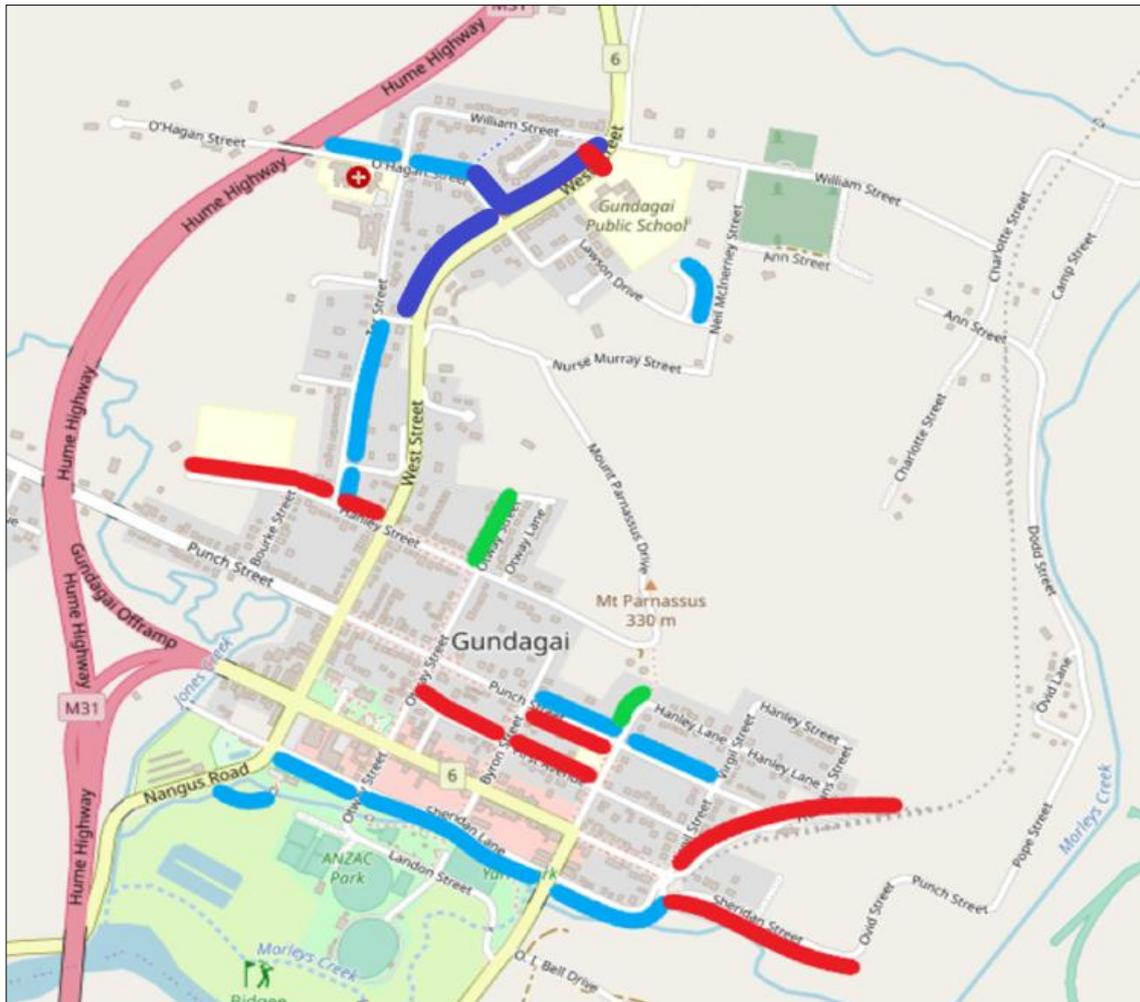
Coolac



NO EXISTING FOOTPATH INFRASTRUCTURE

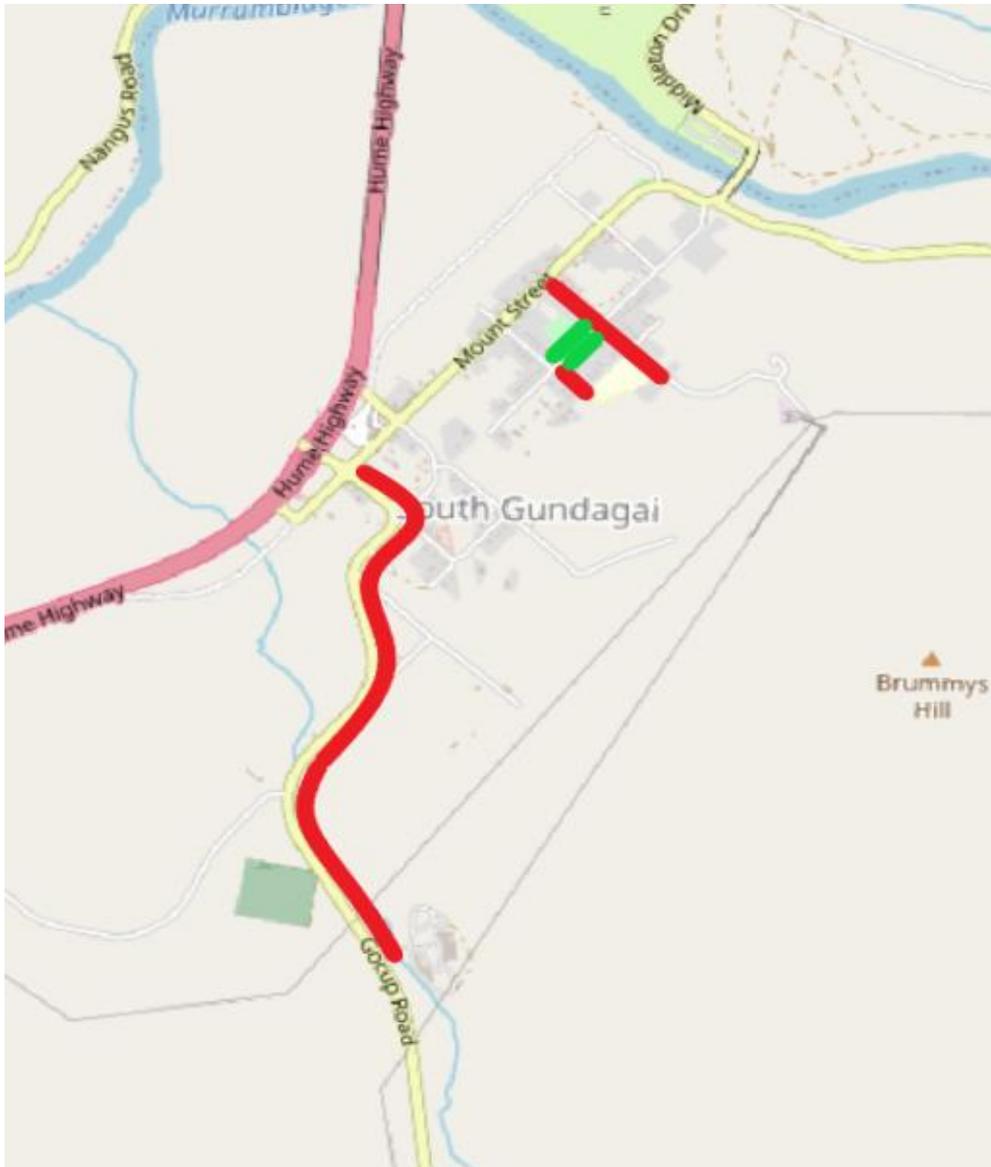
Appendix B – New Pedestrian Infrastructure Maps

North Gundagai



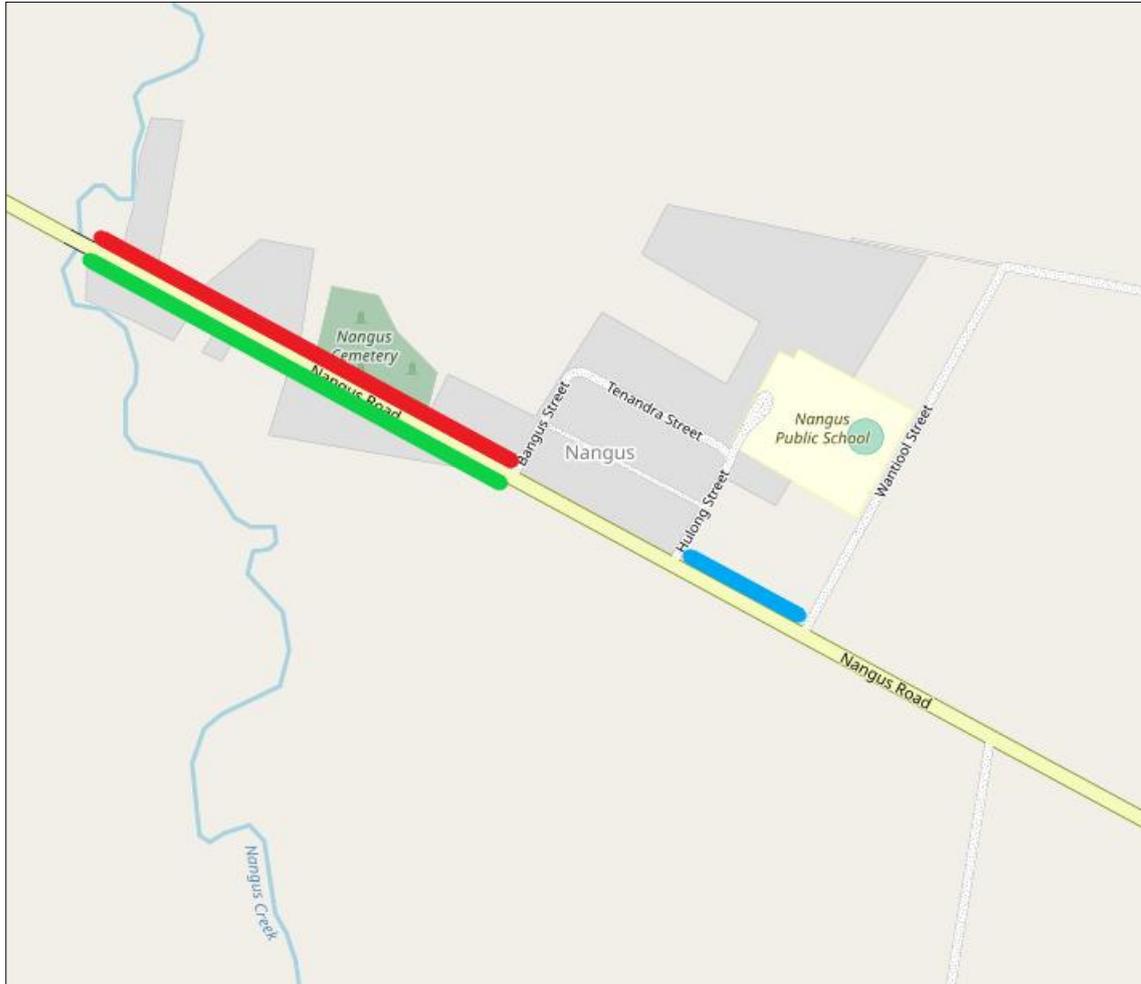
-  HIGH PRIORITY
-  MEDIUM PRIORITY
-  LOW PRIORITY
-  COMPLETED

South Gundagai



- HIGH PRIORITY
- MEDIUM PRIORITY
- LOW PRIORITY
- COMPLETED

Nangus



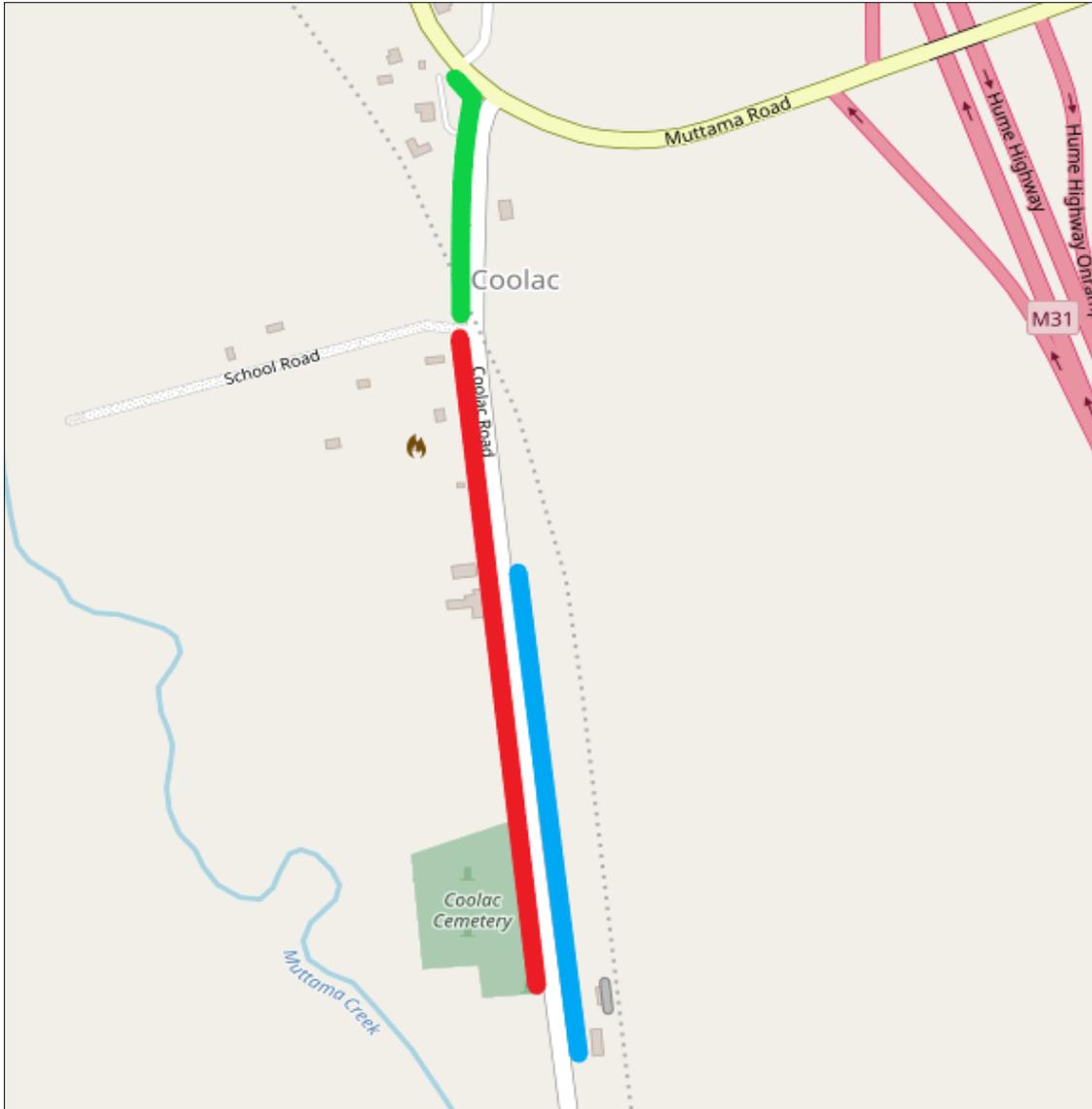
-  **HIGH PRIORITY**
-  **MEDIUM PRIORITY**
-  **LOW PRIORITY**
-  **COMPLETED**

Tumblong



-  **HIGH PRIORITY**
-  **MEDIUM PRIORITY**
-  **LOW PRIORITY**
-  **COMPLETED**

Coolac



-  **HIGH PRIORITY**
-  **MEDIUM PRIORITY**
-  **LOW PRIORITY**
-  **COMPLETED**

Appendix C - PAMP Audit: Key Results and Corrective Actions

No	GUNDAGAI - Existing Footpaths, Ramps & Crossings	PRIORITY	LENGTH	WIDTH	AREA	RAMPS	COST 2023	COST 2025 5% INCREASE	Comments
GR1	Mount Street - Replace footpath from Tumut to Ridge St	HIGH	334	1.5	501	2	\$ 72,540.00	\$ 76,167.00	Subject to CPI and market changes
GR2	Homer Street - footpath replacement from Punch Street to First Ave	HIGH	105	1.5	157.5	2	\$ 24,450.00	\$ 25,672.50	Subject to CPI and market changes
GR3	William Street - footpath replacement from Neil McInerney Street past Short Street	HIGH	493	2	986	3	\$ 141,640.00	\$ 148,722.00	Subject to CPI and market changes
GR39	West Street Primary School Crossing Safety Improvement Upgrade	HIGH	6.5	16.5	107.25	1	\$ 31515.00	\$ 33090.75	INCLUDED IN 2025 UPDATE – FURTHER INVESTIGATION REQUIRED TO DETERMINE TYPE OF CROSSING UPGRADE.
GR4	West Street - footpath replacement from Nurse Murray Street towards O'Hagan Street	MEDIUM	493	1.5	739.5	0	\$ 103,530.00		COMPLETED 2025
GR5	First Avenue - footpath replacement from Homer St to Virgil St	MEDIUM	208	1.5	312	2	\$ 46,080.00	\$ 48,384.00	Subject to CPI and market changes
GR6	First Avenue - footpath replacement from Homer St to Byron St	MEDIUM	210	1.5	315	2	\$ 46,500.00	\$ 48,825.00	Subject to CPI and market changes
GR7	Ridge Street - footpath replacement from Mount St to Eagle St	MEDIUM	203	1.5	304.5	2	\$ 45,030.00	\$ 47,281.50	Subject to CPI and market changes
GR8	Mount Street - Middle St to Cross Street	LOW	215	2.4	516	2	\$ 74,640.00	\$ 78,372.00	Still in Good Condition - Subject to CPI and market changes
GR9	Middle Street - From Mount St to Eagle St	LOW	149	1.5	223.5	2	\$ 33,690.00	\$ 35,374.50	Still in Good Condition - Subject to CPI and market changes

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GR10	Mount Street - Ridge St to Tom St	LOW	455	2.4	1092	4	\$ 157,680.00	\$ 165,564.00	Still in Good Condition - Subject to CPI and market changes
GR11	Tom Street - Mount St to Eagle St	LOW	206	1.5	309	2	\$ 45,660.00	\$ 47,943.00	Still in Good Condition - Subject to CPI and market changes
GR12	Luke Street - Mount St to Eagle St	LOW	220	1.5	330	0	\$ 46,200.00	\$ 48,510.00	Still in Good Condition - Subject to CPI and market changes
GR13	Prince Alfred Bridge - Middleton Drive to Tumut St	LOW	60	1.5	90	2	\$ 15,000.00	\$ 15,750.00	TfNSW Manages the majority of this section, Council's part only.
GR14	Middleton Drive - Bridge to Sheridan St	LOW	1104.2	1.2	1325.04	5	\$ 191,505.60	\$ 201,080.88	Still in Good Condition - Subject to CPI and market changes
GR15	Yarri Park Paths	LOW	683	2.4	1639.2	5	\$ 235,488.00	\$ 247,262.40	Still in Good Condition - Subject to CPI and market changes
GR16	Old Mill Park Paths	LOW	168	2	336	2	\$ 49,440.00	\$ 51,912.00	Still in Good Condition - Subject to CPI and market changes
GR17	Byron Street - Sheridan Lane to Sheridan St (both sides)	LOW	137	1.5	205.5	4	\$ 33,570.00	\$ 35,248.50	Still in Good Condition - Subject to CPI and market changes
GR18	Otway Street - Sheridan Lane to Hanley St (both sides)	LOW	1045	1.5	1567.5	14	\$ 236,250.00	\$ 248,062.50	Still in Good Condition - Subject to CPI and market changes
GR19	Sheridan Street - Otway St to Services Club	LOW	121	1.2	145.2	1	\$ 21,528.00	\$ 22,604.40	Still in Good Condition - Subject to CPI and market changes
GR20	Gundagai Swimming Pool - Sheridan Lane and Nangus Road	LOW	219	1.5	328.5	4	\$ 50,790.00	\$ 53,329.50	Still in Good Condition - Subject to CPI and market changes

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GR21	Sheridan Street - Off ramp to West Street (both sides)	LOW	269	1.2	322.8	2	\$ 47,592.00	\$ 49,971.60	Still in Good Condition - Subject to CPI and market changes
GR22	Footpath under offramp from Sheridan Lane to Punch St	LOW	358	2.5	895	0	\$ 125,300.00	\$ 131,565.00	Still in Good Condition - Subject to CPI and market changes
GR23	Footpath past Council to VIC from West St to Sheridan St	LOW	181	1.5	271.5	4	\$ 42,810.00	\$ 44,950.50	Still in Good Condition - Subject to CPI and market changes
GR24	Kitchener Street - from Sheridan St	LOW	66	1.5	99	1	\$ 15,060.00	\$ 15,813.00	Still in Good Condition - Subject to CPI and market changes
GR25	Homer Street - Sheridan Lane to Punch St	LOW	303	1.2	363.6	6	\$ 58,104.00	\$ 61,009.20	Still in Good Condition - Subject to CPI and market changes
GR26	Punch Street - Byron St to West St	LOW	418	1.2	501.6	4	\$ 75,024.00	\$ 78,775.20	Still in Good Condition - Subject to CPI and market changes
GR27	Punch St - Bourke St under bridge	LOW	866	1.5	1299	1	\$ 183,060.00	\$ 192,213.00	Still in Good Condition - Subject to CPI and market changes
GR28	Bourke St - Punch St to Hanley St	LOW	205	1.5	307.5	1	\$ 44,250.00	\$ 46,462.50	Still in Good Condition - Subject to CPI and market changes
GR29	Corner of Hanley and Tor Street	LOW	243	1.5	364.5	0	\$ 51,030.00	\$ 53,581.50	Still in Good Condition - Subject to CPI and market changes
GR30	West St - Hanley to Nurse Murray	LOW	478	1.2	573.6	4	\$ 85,104.00	\$ 89,359.20	Still in Good Condition - Subject to CPI and market changes
GR31	Hanley - Otway St to West St (both sides)	LOW	378	1.2	453.6	4	\$ 68,304.00	\$ 71,719.20	Still in Good Condition - Subject to CPI and market changes
GR32	Corner of Otway St and Punch St	LOW	105	1.2	126	2	\$ 20,040.00	\$ 21,042.00	Still in Good Condition - Subject to CPI and

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									market changes
GR33	Tor Street - Nurse Murray St to O'Hagan St	LOW	345	1.5	517.5	2	\$ 74,850.00	\$ 78,592.50	Still in Good Condition - Subject to CPI and market changes
GR34	O'Hagan Street - Tor towards West Street	LOW	101	2	202	1	\$ 29,480.00		COMPLETED 2025
GR35	Path from O'Hagan to William Street	LOW	255	2	510	2	\$ 73,800.00	\$ 77,490.00	Still in Good Condition - Subject to CPI and market changes
GR36	William Street - footpath to and around corner of West St	LOW	172	2	344	2	\$ 50,560.00	\$ 53,088.00	Still in Good Condition - Subject to CPI and market changes
GR37	William Street - West Street to Neil McInerney St	LOW	285	2	570	2	\$ 82,200.00	\$ 86,310.00	Still in Good Condition - Subject to CPI and market changes
GR38	Neil McInerney Street - Lawson Drive to William St	LOW	367	2	734	2	\$ 105,160.00	\$ 110,418.00	Still in Good Condition - Subject to CPI and market changes
No	GUNDAGAI MISSING LINKS AND NEW INFRASTRUCTURE	PRIORITY	LENGTH	WIDTH	AREA	RAMPS	COST	COST 2025 5% INCREASE	Comments
GN1	Punch Street - Boundary footpath around St Patrick's School	HIGH	209	1.5	313.5	2	\$ 46,290.00	\$ 48,604.50	Subject to CPI and market changes
GN2	First Avenue - Boundary footpath around St Patrick's School	HIGH	209	1.5	313.5	2	\$ 46,290.00	\$ 48,604.50	Subject to CPI and market changes
GN3	Luke Street - Mount Street to Gundagai South Public School	HIGH	379	1.5	568.5	3	\$ 83,190.00	\$ 87,349.50	Subject to CPI and market changes
GN4	Tom Street- Eagle Street to Camphor Lane	HIGH	105	1.5	157.5	2	\$ 24,450.00	\$ 25,672.50	Subject to CPI and market changes
GN5	First Avenue - Safe drop pedestrian zone for pre-school	HIGH	120	4	480	0	\$ 67,200.00	\$ 70,560.00	Subject to CPI and market changes
GN6	Sheridan Street - Cenotaph to Ovid Street	HIGH	504	1.5	756	0	\$ 105,840.00	\$ 111,132.00	Subject to CPI and market changes

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GN7	West Street - Public School pedestrian crossing to Nurse Murray Street	HIGH	651	1.5	976.5	4	\$ 141,510.00	\$ 148,585.50	COMPLETED 2025
GN8	Hanley St - West St to Highschool	HIGH	135	1.5	202.5	2	\$ 30,750.00	\$ 32,287.50	INCLUDED IN 2025 UPDATE
GN9	Homer St - Punch St to Hanley Lane	MEDIUM	101	1.5	151.5	2	\$ 23,610.00	\$ 24,790.50	Subject to CPI and market changes
GN10	Otway Street - from Hanley Street	MEDIUM	214	1.5	321	2	\$ 47,340.00	\$ 49,707.00	Subject to CPI and market changes
GN11	Camphor Lane - Luke Street to Tom Street	MEDIUM	207	1.5	310.5	0	\$ 43,470.00	\$ 45,643.50	Subject to CPI and market changes
GN12	Eagle Street - Luke Street to Tom Street	MEDIUM	207	1.5	310.5	0	\$ 43,470.00	\$ 45,643.50	Subject to CPI and market changes
GN13	Tor Street - Nurse Murray St to Jack Moses Ave	LOW	348	1.5	522	2	\$ 75,480.00	\$ 79,254.00	Subject to CPI and market changes
GN14	Sheridan Lane - West Street to Homer Street	LOW	672	1.5	1008	6	\$ 148,320.00	\$ 155,736.00	Subject to CPI and market changes
GN15	Punch Street - Byron Street to Virgil Street	LOW	447	1.5	670.5	0	\$ 93,870.00	\$ 98,563.50	Subject to CPI and market changes
GN16	Banjo Paterson Place - connect to Lawson Drive	LOW	125	1.5	187.5	0	\$ 26,250.00	\$ 27,562.50	Subject to CPI and market changes
GN17	O'Hagan - West Street to the bridge	LOW	487	1.5	730.5		\$ 102,270.00	\$ 107,383.50	Subject to CPI and market changes
GN18	Morley's Creek - continuation of walking track	LOW	360	2.5	900	2	\$ 578,400.00	\$ 607,320.00	Includes pedestrian bridge - Subject to CPI and market changes
GN19	Rusconi Pl - Sheridan Street to the Railway Station	LOW	400	1.5	600	1	\$ 85,200.00	\$ 89,460.00	Subject to CPI and market changes
GN20	Cross St, Eagle St, Gocup Rd – GMP Link	HIGH	1200	2.5	3000	4		\$ 424800.00	INCLUDED IN 2025 UPDATE -Price subject to variation due to a number of box culverts on route that will require additional works.

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TUMBLONG - NEW INFRASTRUCTURE									
TN1	Adelong Road - Opposite side to Cemetery to Town Hall	HIGH	921	2	1842		\$ 257,880.00	\$ 270,774.00	Subject to CPI and market changes
TN2	Adelong Road - Town Hall to Sylvia's Gap Road	MEDIUM	855	2	1710		\$ 239,400.00	\$ 251,370.00	Subject to CPI and market changes
TN3	Sylvia's Gap Road - from Adelong Rd to the Tavern	MEDIUM	275	2	550		\$ 77,000.00	\$ 80,850.00	Subject to CPI and market changes
TN4	Adelong Road - Cemetery to Town Hall	LOW	921	2	1842		\$ 257,880.00	\$ 270,774.00	Subject to CPI and market changes
NANGUS - NEW INFRASTRUCTURE									
NN1	Kimo Street - Nangus St along main street to bridge	HIGH	590	2	1180	2	\$ 167,600.00	\$ 175,980.00	Subject to CPI and market changes
NN2	Kimo Street - Nangus St along main street opposite side	MEDIUM	590	2	1180	2	\$ 167,600.00	\$ 175,980.00	Subject to CPI and market changes
NN3	Kimo Street – Wantiool Street to Hulong Street	LOW	180	1.5	270	2	\$ 40,200.00	\$ 42,210.00	Subject to CPI and market changes
COOLAC - NEW INFRASTRUCTURE									
CN1	Coolac Road - School Road to Coolac Cemetery	HIGH	742	1.5	1113	0	\$ 155,820.00	\$ 163,611.00	Subject to CPI and market changes
CN2	Coolac Road - School Road to Muttama Road Intersection	MEDIUM	300	1.5	450	0	\$ 63,000.00	\$ 66,150.00	Subject to CPI and market changes
CN3	Coolac Road - Railway Station to opposite Town Hall	LOW	960	1.5	1440	0	\$ 201,600.00	\$ 211,680.00	Subject to CPI and market changes

Pedestrian Access and Mobility Plan (PAMP) Survey

What is a PAMP?

Together with the Roads and Maritime Services (RMS), Councils in NSW have a responsibility to provide safe, convenient and connected pedestrian routes which will encourage people to walk rather than use cars. In 1998, the RMS began a new program to assist councils in their planning for pedestrians. This program is known as PAMP – Pedestrian Access and Mobility Plan.

The Cootamundra-Gundagai Regional Council (CGRC) PAMP will align with Council's key principles and objectives identified in the 2022 Community Strategic Plan in achieving pathway network infrastructure and maintenance that respects community expectations and needs. It will provide the framework for developing pedestrian routes or areas identified as important for walkability, safety, convenience and mobility, with a particular focus on footpaths, kerb ramps and crossing facilities at critical locations.

The CGRC PAMP will be used to guide investment in safe, convenient and connected pedestrian infrastructure. It is the key instrument for planning and building needed pedestrian infrastructure in a prioritised manner. It is essential in supporting all major pedestrian funding requests directed through Transport for NSW (TfNSW) and will ensure that all available funding sources are being used effectively to improve the pedestrian network.

Community consultation and feedback is important in the development of this PAMP and Council thanks you for your participation.

1. Do you live in the Cootamundra-Gundagai Regional Council (CGRC) local district?
 - Yes
 - No

2. Do you utilise the services and facilities at the townships, villages and/or rural communities within CGRC (please mark all relevant locations)?
 - Cootamundra
 - Gundagai
 - Stockinbingal
 - Wallendbeen
 - Muttama
 - Coolac
 - Nangus
 - Tumblong
 - Adjungbilly

3. Are you familiar with the local footpath networks in the townships, villages and/or rural communities within CGRC (please mark all relevant locations)?
 - Cootamundra
 - Gundagai
 - Stockinbingal

- Wallendbeen
 - Muttama
 - Coolac
 - Nangus
 - Tumblong
 - Adjungbilly
4. Do you, or other family members, require mobility aids (such as wheelchairs, walking frames, etc) when travelling around the local area?
- Yes
 - No
5. Which type of community services and facilities located within the CGRC LGA do you access most frequently?
- Hospitals
 - Health Clinics
 - Childcare Centres
 - Aged Care Facilities
 - Pre-schools
 - Primary Schools
 - High Schools
 - Tafe
 - Community Business District/Mainstreet
 - Businesses not located in the CBD
 - Clubs/Pubs
 - Post Office
 - Railway Stations
 - Bus Stops
 - Taxi Ranks
 - Parks
 - Playgrounds
 - Ovals
 - Tourist Facilities
 - Recreation Areas (Tennis Courts, Swimming Pools, Sports Stadiums, Golf Courses)
 - Other (please specify) _____
6. Please provide the name and/or location of your top three most frequented services or facilities:
- 1. _____
 - 2. _____
 - 3. _____
7. Which types of pedestrian infrastructure best supports your pedestrian mobility needs?
- Footpaths and kerb ramps
 - Footpath repairs
 - Pedestrian crossings
 - Pedestrian refuges
 - Other (please specify) _____

8. Please provide your top three priority locations with regard to footpath infrastructure improvements (your wish list):

- 1. _____
- 2. _____
- 3. _____

9. Have you utilised existing cycleways within the region?

- Yes
- No

10. If so, which cycleways have you enjoyed the most and/or best suit your needs?

- 1. _____
- 2. _____
- 3. _____

11. Are you aware that Cootamundra-Gundagai Regional Council has a Road Safety Officer available to discuss local concerns with members of the community?

- Yes
- No

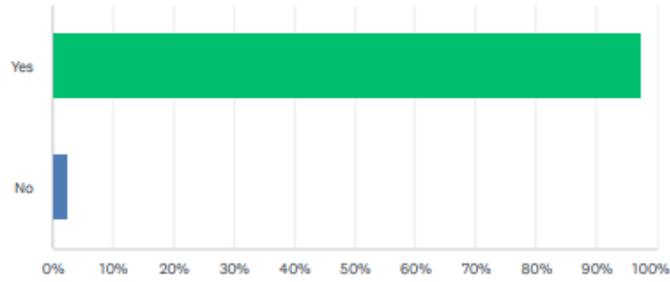
12. Is there additional information you would like noted regarding pedestrian access and mobility in the CGRC region:

Thank you for participating in this survey – your opinion is important to us.

If you require any further information, please contact the Road Safety Officer on 1300 459 689.

Q1 Do you live in the Cootamundra-Gundagai Regional Council (CGRC) district?

Answered: 122 Skipped: 0

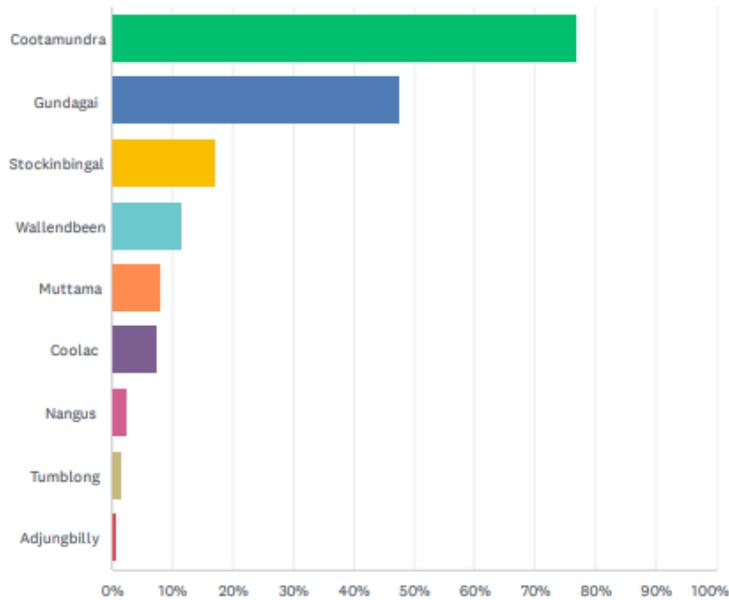


ANSWER CHOICES	RESPONSES	
Yes	97.54%	119
No	2.46%	3
TOTAL		122

DRAFT

Q2 Do you utilise the services and facilities at the townships, villages and/or rural communities within the CGRC district (please mark all relevant locations)?

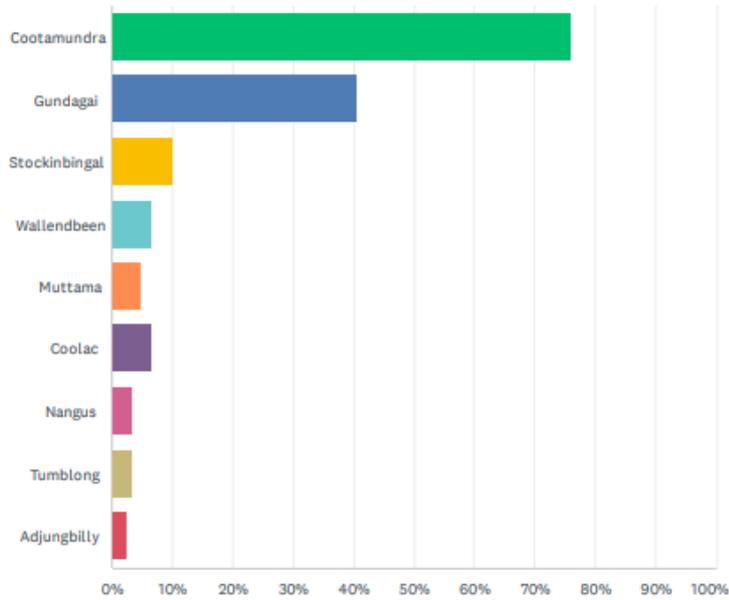
Answered: 122 Skipped: 0



ANSWER CHOICES	RESPONSES
Cootamundra	77.05% 94
Gundagai	47.54% 58
Stockinbingal	17.21% 21
Wallendbeen	11.48% 14
Muttama	8.20% 10
Coolac	7.38% 9
Nangus	2.46% 3
Tumblong	1.64% 2
Adjungbilly	0.82% 1
Total Respondents: 122	

Q3 Are you familiar with the local footpath networks in the townships, villages and/or rural communities within CGRC (please mark all relevant locations)?

Answered: 121 Skipped: 1

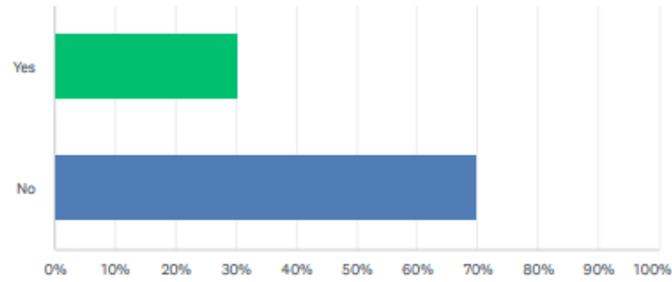


ANSWER CHOICES	RESPONSES	
Cootamundra	76.03%	92
Gundagai	40.50%	49
Stockinbingal	9.92%	12
Wallendbeen	6.61%	8
Muttama	4.96%	6
Coolac	6.61%	8
Nangus	3.31%	4
Tumblong	3.31%	4
Adjungbilly	2.48%	3
Total Respondents: 121		



Q4 Do you, or other family members, require mobility aids (such as wheelchairs, walking frames, etc) when travelling around the local area?

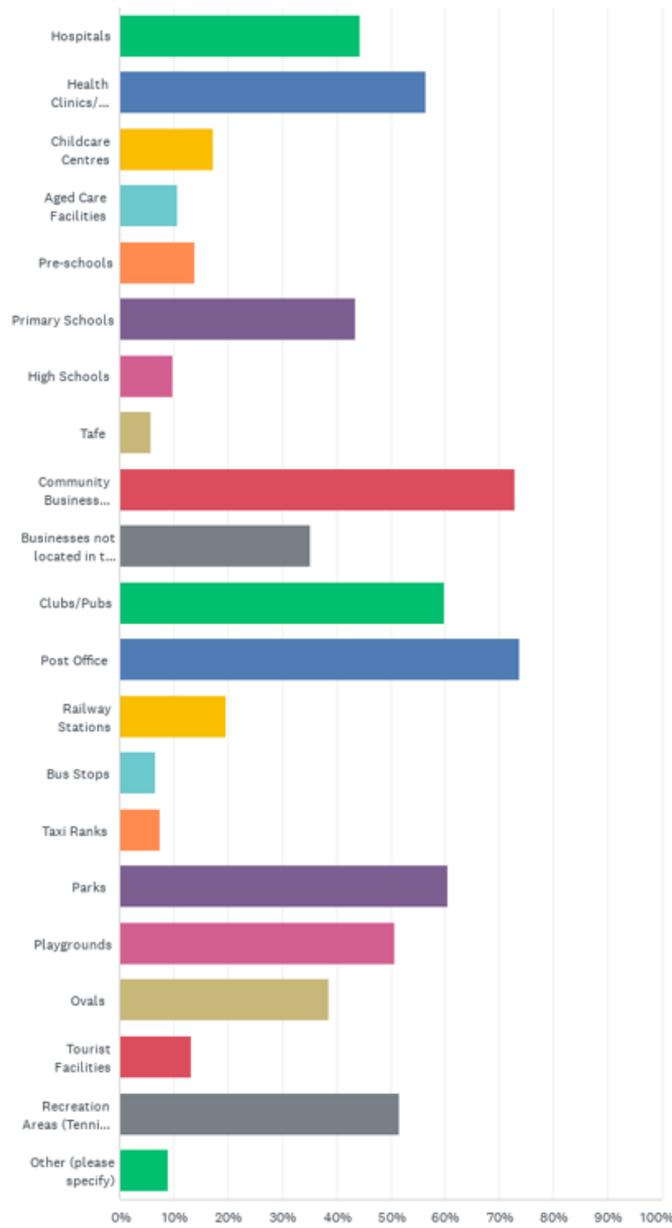
Answered: 122 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	30.33%	37
No	69.67%	85
TOTAL		122

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Q5 Which type of community services and facilities located within the CGRC region do you access most frequently



COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

ANSWER CHOICES	RESPONSES	
Hospitals	44.26%	54
Health Clinics/ Medical Centres	56.56%	69
Childcare Centres	17.21%	21
Aged Care Facilities	10.66%	13
Pre-schools	13.93%	17
Primary Schools	43.44%	53
High Schools	9.84%	12
Tafe	5.74%	7
Community Business District (CBD)/Mainstreet	72.95%	89
Businesses not located in the CBD	35.25%	43
Clubs/Pubs	59.84%	73
Post Office	73.77%	90
Railway Stations	19.67%	24
Bus Stops	6.56%	8
Taxi Ranks	7.38%	9
Parks	60.66%	74
Playgrounds	50.82%	62
Ovals	38.52%	47
Tourist Facilities	13.11%	16
Recreation Areas (Tennis Courts, Swimming Pools, Sports Stadiums, Golf Courses)	51.64%	63
Other (please specify)	9.02%	11
Total Respondents: 122		

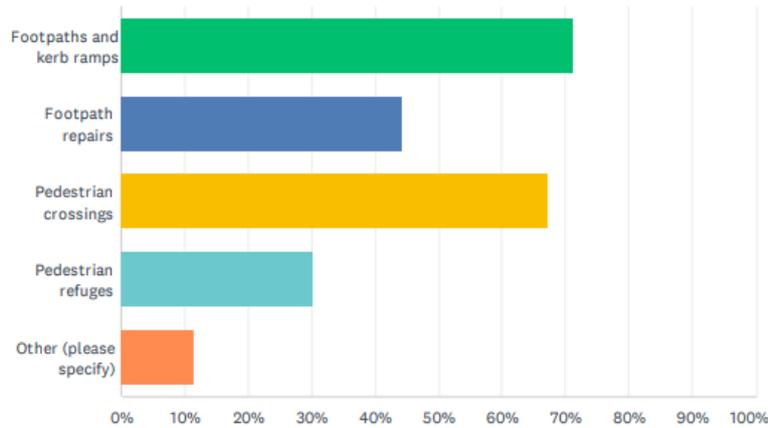
Q6 Please provide the name and/or location of your top three most frequented services or facilities:

Answered: 117 Skipped: 5

ANSWER CHOICES	RESPONSES	
1.	99.15%	116
2.	98.29%	115
3.	97.44%	114

Q7 Which types of pedestrian infrastructure best supports your pedestrian mobility needs?

Answered: 122 Skipped: 0



ANSWER CHOICES	RESPONSES	
Footpaths and kerb ramps	71.31%	87
Footpath repairs	44.26%	54
Pedestrian crossings	67.21%	82
Pedestrian refuges	30.33%	37
Other (please specify)	11.48%	14
Total Respondents: 122		

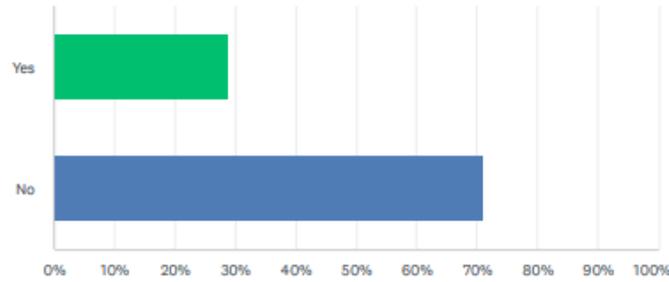
Q8 Please provide your top three priority locations with regard to footpath infrastructure improvements (your wish list)?

Answered: 112 Skipped: 10

ANSWER CHOICES	RESPONSES	
1.	100.00%	112
2.	87.50%	98
3.	69.64%	78

Q9 Have you utilised existing cycleways within the region?

Answered: 121 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes	28.93%	35
No	71.07%	86
TOTAL		121

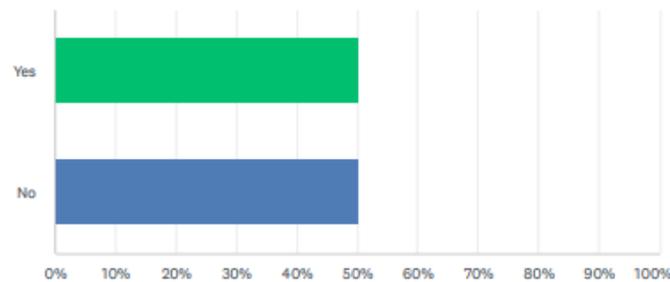
Q10 If so, which cycleways have you enjoyed the most and/or best suit your needs?

Answered: 54 Skipped: 68

ANSWER CHOICES	RESPONSES	
1.	100.00%	54
2.	40.74%	22
3.	27.78%	15

Q11 Are you aware the CGRC has a Road Safety Officer available to discuss local concerns with members of the community?

Answered: 120 Skipped: 2



ANSWER CHOICES	RESPONSES	
Yes	50.00%	60
No	50.00%	60
TOTAL		120

Q12 Is there any additional information you would liked noted regarding pedestrian access and mobility in the CGRC region?

Answered: 82 Skipped: 40

DRAFT



COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

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Phone: 1300 459 689
Fax: 02 6940 2127

Gundagai Office:

255 Sheridan Street, Gundagai NSW 2722
Phone: 1300 459 689
Fax: 02 6940 2127

DRAFT



7.5.2 COOTAMUNDRA ENGINEERING REPORT - FEBRUARY 2026

DOCUMENT NUMBER	461488
REPORTING OFFICER	David Brodie, Acting Manager Engineering Cootamundra
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 February 2026 be noted.

Introduction

The Cootamundra Engineering Report for the month of February 2026 is submitted for the information of Council and the community.

Discussion

State Roads

Burley Griffin Way & Olympic Highway

Resealing of Burle Griffin Way, Segment 84030 (roundabout heading east to Harden) was completed in mid-February. Stage 2 Heavy patching due to be completed in March.

Culvert replacement works on the Olympic Highway commenced on 23 February near the intersection of Dirnaseer Road. These works are scheduled to finish by Friday, 6 March.

Culvert replacement works in Olympic Highway Segments 78100-110 are also scheduled to be completed by Friday, 6 March.

Local Roads

Patching Works

Crews are back into our heavy patching program starting on Muttama Road with drain works being completed in conjunction.

General Maintenance

Crews are continuing the footpath replacement on Yass Road as well as fixing driveway and kerb jobs. Roadside slashing continues to be undertaken. Road signage has been repairs or replaced as required throughout Cootamundra and surrounding villages.

The Civil Works team were heavily involved in the Coota Beach Volleyball event held during February.

Road Safety

Road Safety Projects

Five Transport for NSW (TfNSW) projects are scheduled for submission following the successful endorsement of the updated Road Safety Action Plan at the February Council meeting. These projects represent key priorities identified through the revised plan and aim to address critical safety concerns across the region. Once endorsed, the proposals will be formally lodged with TfNSW for consideration and potential funding.

The Draft Road Safety Action Plan 2026–2030 has been submitted to Council and Transport for NSW for review and feedback. Preparation for the 2026–2027 funded project submissions is currently underway.

Traffic Counters

- 3 x located in Adjungbilly to monitor vehicle class and speed data associated with increased traffic volumes,
- 1 x installed on the Hume Highway off-ramp onto West Street, Gundagai to collect speed data for vehicles entering the school zone,
- 2 x operating alongside the VMS boards on Temora Street and Gundagai Road, Cootamundra to support behavioural data collection,
- 1 x placed on Rinkin Street, Cootamundra in response to a resident complaint regarding excessive speeding,
- 2 x supporting Variable Message Sign (VMS) board messaging, two are positioned on either side of the Cullinga Creek causeway to collect data that will inform future bridge design.

Event Management

Event Management Plans (EMP) and Certificates of Currency (COC) and associated documentation has been received and submitted to TfNSW and NSW Police for road closure approval for both the Anzac Day Parade and the Richard Norden Memorial Opening.

Council has also received EMPs for the Wallendbeen Anzac Day Parade event and the Pro Street Challenge at the Aerodrome.

COCs have been requested for the Wallendbeen and Cootamundra Anzac Day Parades, prior to seeking approvals for road closures from TfNSW and NSW Police.

Final approval by Council & NSW Police for the Coota Beach Volleyball event was issued in February.

Community Awareness

Bus Safety Week events were held in Cootamundra on Wednesday, 18 February, and in Gundagai on Thursday, 19 February. The events featured a bus blind-spot display, a free sausage sizzle, a bus safety colouring-in competition, and a range of free information resources. These activities coincided with Story Time sessions at the libraries, with invitations extended to local schools.

Variable Message Signs (VMS) on Temora Street and Gundagai Road were installed to advise motorists of the Murray Street closure between Bourke Street and Wallendoon Street for the annual Coota Beach Volleyball event.

Grant Funding

Safer Cities: Her Way 2 application is currently in progress and will include two PAMP priorities if successful: a shared path link along Bourke Street connecting the toilet facilities and existing infrastructure and a shared path bordering Albert Park connecting the park with the CBD and train station. The funding proposal will also include lighting and CCTV cameras.

Water & Sewer

General maintenance is being carried out with replacement reflectors installed on roads to indicate stop valve and hydrant locations.

The new sewer rising main installation is now operational. Daily flow tests are being conducted to monitor rates.

Cootamundra Standpipe Income – February 2026

2025/2026		Income	Number of Transactions
2025	August	\$1,066.02	62
2025	September	\$1,538.89	102
2025	October	\$3,733.97	154
2025	November	\$2,945.37	93
2025	December	\$3,257.99	120
2026	January	\$1,457.59	77
2026	February	\$0.00	0
2025/2026	Totals	\$13,999.83	608

The Cootamundra Standpipe is currently out of order following mechanical and electrical circuit board failures due to the age of the infrastructure. The facility will be unavailable for use until the end of February and most of March 2026. Council staff have sourced quotes from relevant suppliers for a system replacement, and an order has been made. It is expected that the replacement works will be completed by the end of March.

Alternate water sources are located at Gundagai, Stockinbingal and Harden and have been communicated to relevant stakeholders.

Workshop

Workshop staff have been extremely busy fitting out new vehicles and trucks this week and doing inductions on the new plant.

As well as general services and general repairs.

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.

7.5.3 COOTAMUNDRA FLOODPLAIN MANAGEMENT PROGRAM

DOCUMENT NUMBER	463331
REPORTING OFFICER	David Brodie, Acting Manager Engineering Cootamundra
AUTHORISING OFFICER	Trevor Dando, Acting Deputy General Manager Operations
RELEVANCE TO COMMUNITY STRATEGIC PLAN	3. Protected and enhanced environment 3.1 A natural environment is valued and protected
FINANCIAL IMPLICATIONS	Acceptance of the grant offer to prepare a flood study for Wallendbeen and Muttama requires an allocation of 20% Council funding of \$39,600 from the 26/27 Capital Expenditure General Funds.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Cootamundra Flood Warning System Review ↓

RECOMMENDATION

1. Council adopt the “Cootamundra Flood Warning System Review” report.
2. Council accept the 2025-26 grant offer to prepare a flood study for Wallendbeen and Muttama and allocate 20% Council funding of \$39,600, from the 26/27 capital expenditure budget.
3. Council approve the lodgement of grant applications under the 2026-27 NSW Floodplain Management Program for Implementation of recommendations from the Cootamundra Flood Warning System Review report and preparation of a flood study for Stockinbingal.

Introduction

The status of Floodplain Management Program actions for Cootamundra are as follows:

- The Cootamundra Flood Study was adopted by Council on 27 January 2021.
- The Cootamundra Floodplain Risk Management Study and Plan (FRMS&P) was adopted by Council on 27 June 2023.
- Council was successful in obtaining a grant in 2025 to implement the following actions from the FRMS&P:
 - Review of Cootamundra's Flood Warning System. The Review is complete, and the adoption of the report in **Attachment 1** is recommended.
 - Feasibility Study for Detention Basin and Levees. The Feasibility Study is 50% complete and will be the subject of a later report to Council.
- Council was advised in October 2024 that it has access to the NSW funding pool for voluntary purchase of eligible properties identified in the “Cootamundra Voluntary Purchase

Feasibility Assessment” report dated April 2024. Council has not yet proceeded with this aspect of the Floodplain Management Program.

Additionally, Council has been successful in a grant offer to prepare a flood study for Wallendbeen and Muttama, and this report recommends acceptance of the grant offer and allocate 20% (\$39,600) of general funds in the 2027 FY CAPEX budget as Council’s contribution to the flood study.

This report also discusses the priorities for lodgement of a grant application under the 2026-27 NSW Floodplain Management Program.

Discussion

1. Cootamundra Flood Warning System Review Report

Attachment 1 is the Cootamundra Flood Warning System Review. The report is targeted at identifying actions which can lead to improved flood warning arrangements for Cootamundra. Several gaps were assessed in the existing flood warning system and options for improvement/expansion are identified. The report notes the distress and trauma suffered by residents impacted by the 2022 and 2023 flood events, and the short warning time available.

The main recommended improvement is the development and installation of a flash flood alerting system. An alerting system will integrate real-time and historical weather, hydrological, and flood data through a customised dashboard, advanced data management tools, and modelling platforms capable of forecasting flows and inundation. It will generate and distribute timely flood warnings—using colour-coded risk alerts, multiple communication channels, and interactive visual dashboards—to support informed decision-making and public safety.

It is recommended that Council apply for funding under the 2026-27 NSW Floodplain Management Program for the following high priority actions:

- Design and install a flash flood alerting system for Cootamundra. Cost approx. \$200,000
- Install 3 visual reference gauges at flood hotspot locations in Cootamundra. Cost approx. \$30,000
- Construct a historical flood marker in a suitable location to educate residents and visitors about flood risks and possible levels related to local landmarks. Cost approx. \$50,000
- Design and install an extra telemetered stream gauge on Muttama Creek. Cost approx. \$50,000

2. Acceptance of 2025-26 grant offer

Council has successfully obtained a grant offer to prepare a flood study for Wallendbeen and Muttama. Once complete, this will expand the information on flood risks across Council’s villages. The grant offer is for \$158,400, which is 80% of the estimated project cost.

To accept this offer, Council is required to sign and return the Funding Agreement by 24 April 2026. Council will also need to allocate the remaining 20% funding, being \$39,600.

3. Applications for 2026-27 grant funding

Applications for funding under the 2026-27 Floodplain Management Program close on 15 April 2026. It is recommended that Council lodge 2 applications:

- Implementation of high priority actions the Cootamundra Flood Warning System Review report discussed under point 1

- Preparation of a flood study for Stockinbingal. This flood study will be timely given the possible changes to flow paths associated with the construction of the inland rail.

If the grant applications are successful, a further report will be submitted to Council to accept the grant and to allocate 20% funding towards the projects.

Financial

Acceptance of the grant offer to prepare a flood study for Wallendbeen and Muttama requires an allocation of 20% Council funding of \$39,600 from general funds in the 2027 FY CAPEX budget.

OLG 23a Guideline consideration

Does not conflict with guidelines.



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SUBJECT TO
FLOODING
ROADS SHOW DEPTH



Report

Cootamundra Flood Warning System Review

Cootamundra-Gundagai Regional Council

15 January 2026



Document Status

Version	Doc type	Reviewed by	Approved by	Date issued
V01	Report	Roland van Amstel	Neil Dufty	10 October 2025
V02	Report	Neil Dufty	Ben Tate	20 November 2025
V03	Report	Neil Dufty	Neil Dufty	15 January 2026

Project Details

Project Name	Cootamundra Flood Warning System Review
Client	Cootamundra-Gundagai Regional Council
Client Project Manager	Mike Brearley
Water Technology Project Manager	Neil Dufty
Water Technology Project Director	Ben Tate
Authors	Neil Dufty, Ben Tate, Roland van Amstel
Document Number	25050139_R01_v03



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15 January 2026

Mike Brearley
Project Manager
Cootamundra-Gundagai Regional Council

Via email: mike@mbaconsult.com.au

Dear Mike

Cootamundra Flood Warning System Review

This report reviews the performance of the existing Total Flood Warning System (TFWS) building blocks for the township of Cootamundra. The report includes the following:

- Assessment of the current flood warning system components for Muttama Creek and Jindalee Creek, in the light of historic events such as the September 2016 and October 2022 floods.
- Identification of possible options to improve current flood warning systems for the township.
- Findings of a multi-criteria analysis for the possible flood warning improvement options.
- Recommendations for a preferred Cootamundra TFWS configuration.

Yours Sincerely,

Neil Dufty
Principal
neil.dufty@watertech.com.au
WATER TECHNOLOGY PTY LTD



EXECUTIVE SUMMARY

Cootamundra is located on the western slopes of the Great Dividing Range, in the Cootamundra-Gundagai LGA in NSW. The Cootamundra Floodplain Risk Management Study and Plan by WMAwater (2023) recommended “Improvements to Flood Warning” as a high priority (Option RM-05), described as follows:

- Undertake a review of the existing to the flood warning system for Cootamundra and identify improvements.
- Review the current flood warning system in relation to trigger levels, maintenance requirements, messaging and recipients.
- Conduct a high-level assessment of alternative flood warning systems.

This report presents the outcomes of the flood warning system review in accordance with these specifications, targeted at identifying actions which can lead to improved flood warning arrangements for Cootamundra.

The project used a comprehensive assessment methodology to examine the existing flood warning system. This involved community engagement (drop-in session in the township), discussions with Council’s Technical Sub-Committee and input from the Bureau of Meteorology (BoM), NSW State Emergency Service (NSW SES) and the NSW Department of Climate Change, Energy, the Environment and Water (DCCEEW).

Several gaps were assessed in the existing flood warning system and options for improvement/expansion identified.

A multi-criteria assessment (MCA) provided a method by which the options were assessed against a range of criteria. An MCA was used in this project as a tool to support a constructive debate about the relative merits of each flood warning improvement/expansion option.

Based on the MCA, community/stakeholder consultation and data analysis, 20 opportunities for improvement (OFIs) were identified to enhance the flood warning arrangements for Cootamundra township. Each of the improvement options was assessed to provide a priority ranking to support the development of an implementation plan – the ranked shortlist of opportunities for improvement for the warning arrangements in Cootamundra township is presented in Table 6-3 in this report.

The 20 improvements were grouped into the following categories:

- Flood warning works (improvements that require physical construction and ongoing maintenance)
- Community education and engagement (improvements that involve education and engagement with stakeholders including residents, businesses and visitors)
- Emergency management planning (improvements to aspects of emergency agencies, Council, businesses and landuses housing potentially vulnerable people)
- Response (ways to help people to recover from previous floods and prepare for the next flood)
- TFWS review (reviewing components of the TFWS regularly and after floods).

The main recommended improvement to the flood warning system at Cootamundra is the development and installation of a flash flood alerting system based on rainfall and other data such as flood forecasting products, soil moisture and rain radars. The flash flood alerting system could provide at least 2 hours of extra warning lead time which can be crucial for small capacity emergency services and residents some of which may be housed in the retirement village, caravan park and early childhood facility. An early heads-up warning based on forecasted rainfall could be used 24 hours ahead of the storm, and in combination with near real time alerts of rainfall (gauged and RADAR) exceeding certain rainfall depth/intensity limits. The forecast rainfall could be used to correlate with flood maps to allow a consequence-based alerting (there are several approaches to do this), but the emphasis must be on speed of delivery of the alert given the lack of warning time.



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1 INTRODUCTION

1.1 Flood warning

Early warning systems are designed to save lives and protect property where possible. According to Mileti and Sorensen (1990, p.2), 'A warning system is a means of getting information about an impending emergency, communicating that information to those who need it, and facilitating good decisions and timely response by people in danger'.

Target G of the Sendai Framework for Disaster Risk Reduction (2015-2030) aims for inclusive, effective and multi-hazard approaches to early warning systems that enable early action.

In Australia, flood early warning systems are an important part of the flood risk management process promoted by the Australian Government. Guidance provided in the Managing the floodplain: A Guide to Best Practice in Flood Risk Management in Australia (AIDR, 2017 - p.61), shows that early warning systems are a flood response modification option and are one of 'a range of measures to reduce residual flood risk at a community scale'. In comparison with other flood risk management options, flood warning is assessed in this national guide as having a 'medium' capacity to address safety risks and a 'low' capacity to address property damage risks, both in existing and future urban developed areas (AIDR, 2017 - p.46).

The NSW Flood Risk Management Manual (DPE, 2023) acknowledges flood warning systems as an important strategic component of flood risk management in the state. The associated Flood Risk Management Guide – Support for Emergency Management Planning recognises the need to '...coordinate and improve the effectiveness of Total Flood Warning Systems (TWFS)...' to service the NSW communities.

The current arrangements for flood warning in NSW are set out in The Provision and Requirements for Flood Warning in New South Wales (NSW SES, 2019).

1.2 Australian Warning System

There have been several recent developments in flood warning systems in Australia including the Australian Warning System (AIDR, 2021). The Australian Warning System (AWS) is a new national approach to information and warnings during emergencies like bushfire, flood, storm, extreme heat and severe weather.

Prior to the introduction of the AWS, different warning systems existed for different hazard types across Australia. The Australian Warning System aims to provide a consistent warning approach to Australian communities so that people know what to do when they see a warning level.

The NSW State Emergency Service (NSW SES) started implementing the AWS in late September 2022 for warning products related to riverine flooding, storms and tsunamis. Warnings for flash flooding are part of the future evolution of the project.

The AWS, adopted by NSW SES, has three core elements:

- Location + Hazard: The location and the type of hazard impacting the community (e.g. Lismore flooding).
- Action statements: For each warning level there are a range of action statements to guide protective action by the community. These statements evolve as the warning levels increase in severity. Statements range from 'stay informed' at the Advice level, to 'prepare to evacuate' at the Watch and Act level, to 'evacuate now' in the Emergency Warning level. As the situation changes and the threat is reduced, the level of warning will decrease accordingly.
- The warning level: The severity of the natural hazard event based on the consequence to the community.



For flood, the icons shown in Figure 1-1 are used:



There are three warning levels:
Advice (Yellow):
 An incident has started. There is no immediate danger. Stay up to date in case the situation changes.
Watch and Act (Orange):
 There is a heightened level of threat. Conditions are changing and you need to start taking action now to protect you and your family.
Emergency Warning (Red):
 An Emergency Warning is the highest level of warning. You may be in danger and need to take action immediately. Any delay now puts your life at risk.

Figure 1-1 Australian Warning System national approach (AIDR, 2021)

1.3 Total Flood Warning Systems

The Australian Government provides guidance for the assessment and design of robust flood warning systems. The concept of a 'Total Flood Warning System' (TFWS) was adopted to incorporate the full range of aspects that must be addressed if flood warning services are to be provided effectively.

Guidelines for the assessment and development of a TFWS are provided by the Australian Government in its document: Application of the Total Warning System to Flood (AIDR, 2022). A schematic of the components of the TFWS promoted by this document is provided in Figure 1-2.

The NSW Flood Risk Management Guide – Support for Emergency Management Planning recommends that local councils consider in their strategic decision-making for emergency management planning that 'any warning system needs to be supported by evidence that it meets the TFWS requirements including consultation with the Bureau and the NSW SES.' (DPE, 2023 – Table 12, p.63)

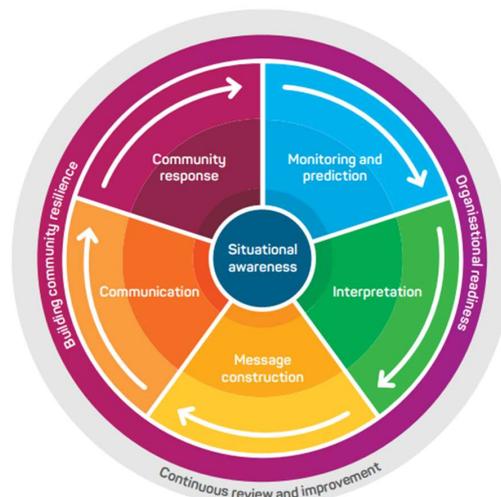


Figure 1-2 Australian Components of the Total Flood Warning System (AIDR, 2022)



1.4 This project

The Cootamundra Floodplain Risk Management Study and Plan (WMAwater, 2023) recommended to 'undertake a review of the existing and identify improvements to the Flood Warning System for the Cootamundra'.

With a purpose to increase the effectiveness of the flood warning arrangements for Cootamundra and to reduce the risk to life and property within the township, the primary objectives of the project are to review the current flood warning system for Cootamundra and to identify and recommend opportunities for improvement.

The scope of work includes:

- A review of the existing system.
- Engage with the authorities and local communities and the Technical Sub-Committee (TSC) to develop an understanding of past flood experience, to map expectations of existing TFWS, and to identify gaps and opportunities for improvement.
- Assessment of the trigger levels (rainfall and water level) and warning times applicable using the existing hydrologic and hydraulic models.
- Assessment of potential benefits of installing additional rain- and/or stream gauges, including an assessment of suitable locations.
- A review of the maintenance requirements and costs, and of messaging (i.e. alerts and recipients, including vulnerable occupants).
- A review of how the existing and new information could be displayed and better communicated to the community.
- Recommendations for alternative system(s) (if any), and the benefits it would offer.

The deliverables of the project are:

- Total Flood Warning System Review Report (this report).
- Study Materials.

In line with the scope of work, this report provides the following:

- Background (including flood risk and history, community profile, flood exposure, vulnerable communities and land-uses, flood warning lead time)
- Methodology including the TFWS components analysed and community and stakeholder engagement.
- Identification of flood warning gaps and possible improvements.
- A multi-criteria analysis (MCA) to assess the short-listed possible improvements to the TFWS.
- An action plan for delivery of the TFWS improvements for the Cootamundra community setting out:
 - improvement actions
 - priorities for each improvement using scaling
 - suggested timeframes
 - responsibilities
 - indicative costs (construction and maintenance).



2 BACKGROUND

2.1 Study area

Cootamundra is located on the western slopes of the Great Dividing Range and has a population of 7,699 people (ABS, 2021). As shown in the map of the study area (Figure 2-1), Muttama Creek runs north to south through the centre of Cootamundra, Jindalee Creek approaches Cootamundra from the northwest, and Cootamundry Creek passes Cootamundra to the southwest. Jindalee Creek has a catchment area of 54 km² to its confluence with Muttama Creek upstream of Cootamundra. Cootamundry Creek joins Muttama Creek downstream of town with a catchment area of 62 km²; Muttama Creek has a catchment area of 116 km² to this confluence.

2.2 Community profile

Table 2-1 provides a brief snapshot of relevant demographic features of Cootamundra.

Table 2-1 Cootamundra - summary demographic features (ABS, 2021)

Feature	Cootamundra	NSW
Population	7,699	8,072,163
Male	49.1%	49.4%
Female	50.9%	50.6%
Median age	51 years	39 years
Average number of people per household	2.2	2.6
Only speak English at home	91.2%	67.6%
Percentage of residential properties rented	22.3%	32.6%
Same residence as 5 years ago	56%	50.7%
Percentage that did voluntary work	20.8%	13%
Percentage that needs assistance in core activities	8.9%	5.8%
Percentage that has one or more long-term health conditions	39.6%	30.9%
Percentage of Aboriginal and/or Torres Strait Islander people	7.5%	3.4%

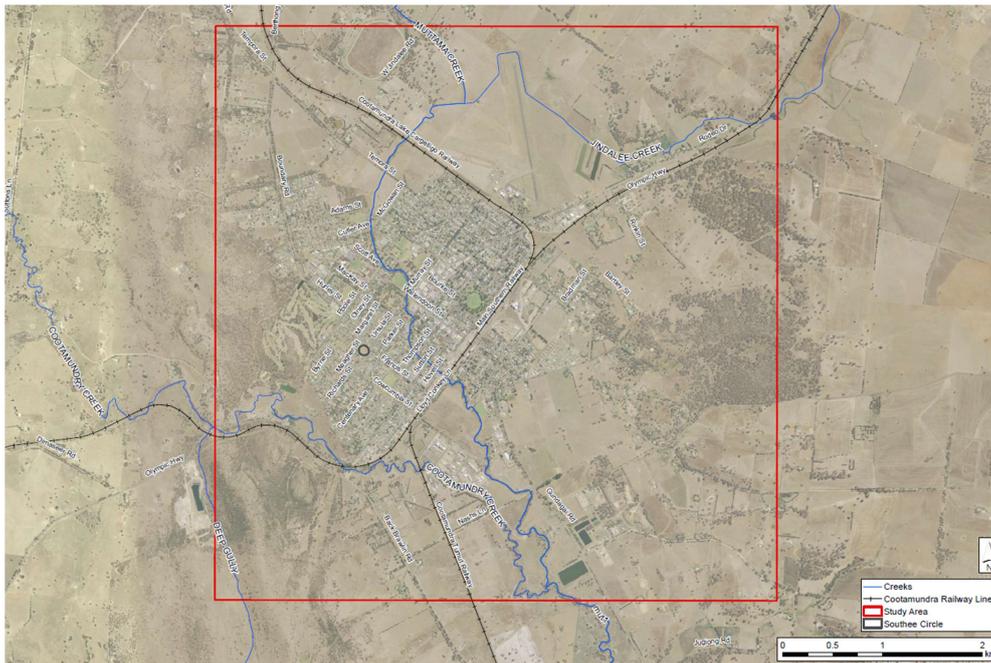


Figure 2-1 Cootamundra Study Area (WMAwater, 2023)



The data provided in Table 2-1 shows that:

- Cootamundra has a lower number of people per household than the state average. This has benefits for emergency response meaning that less people per household is involved in emergency warning response e.g. evacuation, response. This should be considered to estimate the number of people impacted by above-floor flooding of their residence as it has strong implications for emergency management planning including the extent of warning communication coverage, evacuation planning and the preparation of emergency relief centres.
- It has a higher median age than the rest of NSW. This will have implications for TFWS aspects such as warning communication methods (tendency for older people not to use social media and the internet) and response to flood warnings including managing older people and evacuation routes/emergency relief centres.
- There is a relatively high percentage of people that need assistance in core activities in this town (8.9% compared to the 5.8% NSW average). The level of those with long-term health conditions is also well above the NSW average. This will have implications for TFWS aspects such as warning communication methods (e.g. those with impaired or no eyesight) and response to flood warnings including managing potentially vulnerable people and evacuation routes/emergency relief centres.
- Fairly high rate of volunteering. The level of volunteering provides an indication of 'social capital' (trust, norms, networks) in Cootamundra. Social capital has been found to be a major contributor to community disaster resilience and enables people to support each other during emergencies.
- The proportion of people that speak only English at home, compared with the NSW average, is high. This means that English can be the main communication language for warning messages and prior community education.
- At least half the population has a five-year history in the location and there is a low level of properties rented compared to the NSW average. This implies a low transience of the population indicating that a large proportion of the community would have some experience with flooding in the area possibly including the 2016 and 2022 floods.
- There is a relatively even gender distribution in Cootamundra calling for an inclusive approach to emergency management planning.

2.3 Flood risk and history

The Cootamundra Floodplain Risk Management Study and Plan (FRMS&P) (WMAwater, 2023) assessed flood risk in the study area and identified a series of recommended options to mitigate flood risk. This FRMS&P followed on from the Cootamundra Flood Study (WMAwater, 2021) which determined the nature and extent of the flood problem in the township of Cootamundra under existing conditions. Flood behaviour has been defined across a range of event sizes and includes those which have been recorded in the past, as well as larger events which may occur in the future.

The Cootamundra FRMS&P conducted a full assessment of the existing flood risk in the study area including hydraulic hazard across the study area, above floor flooding of residential, commercial, and industrial properties, identification of known flooding issues and hotspots, and emergency response during a flood event.

The FRMS&P found that the study area experiences mainstream flooding from the creeks. Flood extents and depths across Cootamundra scale rapidly in frequent events until the 2% Annual Exceedance Probability (AEP) event. Thereafter in less probable floods, flood depths and extents increase only marginally with event rarity before a larger increase to both in the Probable Maximum Flood (PMF) event.

Flooding not only occurs due to mainstream flooding from the creeks. It is also subject to major overland flow particularly due to runoff from the elevated areas to the south and west of town e.g. from the golf course. It



should be noted that the Southee Circle area can be flooded by creek breakouts in major floods as well as from major overland flow from the upper catchment in isolation or combined.

The extent and depth of the 1% AEP flood event across the study area is provided in the map below (Figure 2-2).

2.3.1 Number of properties and people directly impacted

The Cootamundra FRMS&P estimated the number of residential and commercial properties impacted by above floor flooding at the different flood events (Table 2-2).

Table 2-2 Direct impacts of flooding (sources: WMAwater, 2023; ABS, 2021)

Event	Number of Residential Properties (above floor flooding)	Number of Commercial Properties (above floor flooding)	Total Number of Properties (above floor flooding)	Estimated Number of Residents Directly Impacted (above floor flooding)
20% AEP	17	1	18	39
10% AEP	42	7	49	92
5% AEP	70	13	83	154
2% AEP	247	48	295	543
1% AEP	375	67	442	825
0.5% AEP	443	82	525	975
0.2% AEP	492	93	585	1,082
PMF	1,400	196	1,596	3,080

As discussed in Section 1.1, the primary aim of a flood warning system is to keep people safe, with protection of property, where possible, being a secondary goal. Table 2-2 provides a good indication of the number of properties and residents directly impacted by above floor flooding in Cootamundra. The number of residents impacted by above floor flooding is estimated by multiplying the number of residential properties impacted by the average number of persons per household in Cootamundra (Table 2-1).

According to Table 2-2, there are an estimated large number of residents (825 persons) at risk of being in a property experiencing above floor flooding in a 1% AEP event. A further challenge is that these residents have little warning lead time (Section 2.4) and that there are several land-uses with potentially vulnerable persons in the floodplain (Section 2.3.3).

The significant number of commercial enterprises impacted, many of which are in the Cootamundra Central Business District (CBD), calls for each to have emergency management plans linked to business continuity planning (further discussed in Section 4). Business continuity plans are recommended by the NSW Government for businesses prone to disruption or potential disasters:

<https://www.smallbusiness.nsw.gov.au/resources/guides/BCP>

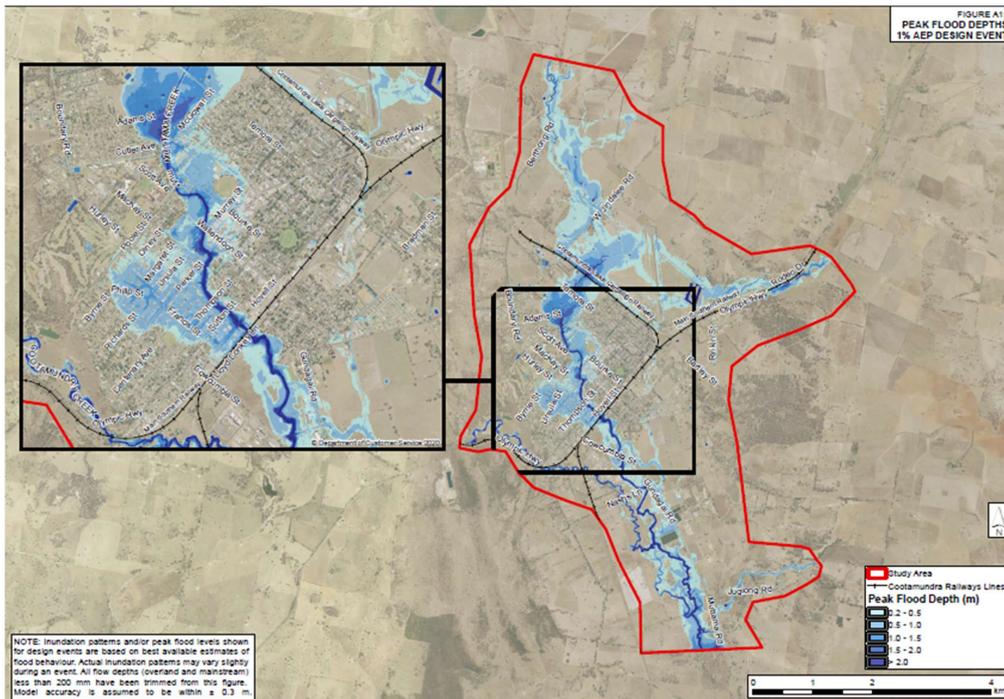


Figure 2-2 Extent and depth of the 1% AEP flood event (WMAwater, 2023)



2.3.2 Flooding Hotspots

The Cootamundra FRMS&P identified several hotspots of flood risk in Cootamundra. 'Flooding hotspots are identified as areas where there is a cluster of flood risk, this may include a number of properties which are frequently inundated (either yard or building inundation), or where high hazard flooding moves through properties, or where road trafficability is reduced due to flooding, such as at the causeways through town' ((WMAwater, 2023).

A map of the flooding hotspots is provided as Figure 2-3.

Flooding hotspots where residents and businesses are particularly at risk include:

- **Cutler Avenue area.** Muttama Creek enters the more developed part of Cootamundra at the Cutler Avenue causeway, which becomes inaccessible in 20% AEP events. It is noted that the flood extent is wider upstream of Cutler Avenue, and it narrows down as water funnels through the town. As water levels in Muttama Creek rise, the flood water inundates properties along Cutler Avenue and Adams Street to the east of the Creek. At this hotspot, 10 properties are impacted at the 10% AEP by above floor flooding with depths (above ground) of 0.4 m – 0.8 m at 10% AEP and 0.9 m – 1.4 m at the 1% AEP flood event.
- **Poole Street and Olney Street Area.** Downstream of Cutler Avenue Muttama Creek crosses the Poole Street causeway. As flood waters rise, inundation of the eastern bank across Poole and Olney Streets occurs. Design flood modelling indicates that some of the properties in this area may be flooded above floor level in events as frequent as a 20% and 10% AEP. At this hotspot, 4 properties are impacted at the 10% AEP and 8 properties at the 1% AEP by above floor flooding with depths (above ground) of 0.4 m – 0.8 m at 10% AEP and 0.8 m – 1.4 m at the 1% AEP flood event. One property first begins to be inundated above floor flooding in the 20% AEP event.
- **Cootamundra CBD.** The Cootamundra CBD contains a number of key services for the community and flood impacts can result in disruption for the community. There are approximately 33 commercial properties in the area, 27 of which are impacted during the 1% AEP or more frequent event. In a 10% AEP event, in addition to local overland flow, mainstream flooding from Muttama Creek impacts the area, although depths remain shallow (<0.3 m) except for the south-western area of the hotspot where depths up to 0.9 m occur due to proximity to Muttama Creek. At this hotspot, 3 properties are impacted at the 10% AEP and 27 properties at the 1% AEP level by above floor flooding. It should be noted that the Ex-Serviceman's Club, which has been used in recent flood events as an evacuation centre, is located within this area and has access issues which begin to occur around a 5% AEP event.
- **Cootamundra West.** The Cootamundra West hotspot contains properties that are located within the Southee Circle area and properties that are located on Cowcumbra Street, Parker Street, Cooper Lane, Centenary Avenue, Hurley Street, Francis Street, Thompson Street and Sutton Street. There are 348 properties in this hotspot area, comprising 14 commercial and 334 residential properties. In a 20% AEP event, flooding in the area occurs because of overland flow inundation. In a 10% AEP or greater event, in addition to overland flooding, mainstream flooding from Muttama Creek affects the area. At this hotspot, 4 properties are impacted at the 10% AEP and 242 properties at the 1% AEP by above floor flooding with depths (above ground) of 0.1 m – 0.4 m at 10% AEP and 0.3 m – 1.0 m at the 1% AEP flood event.

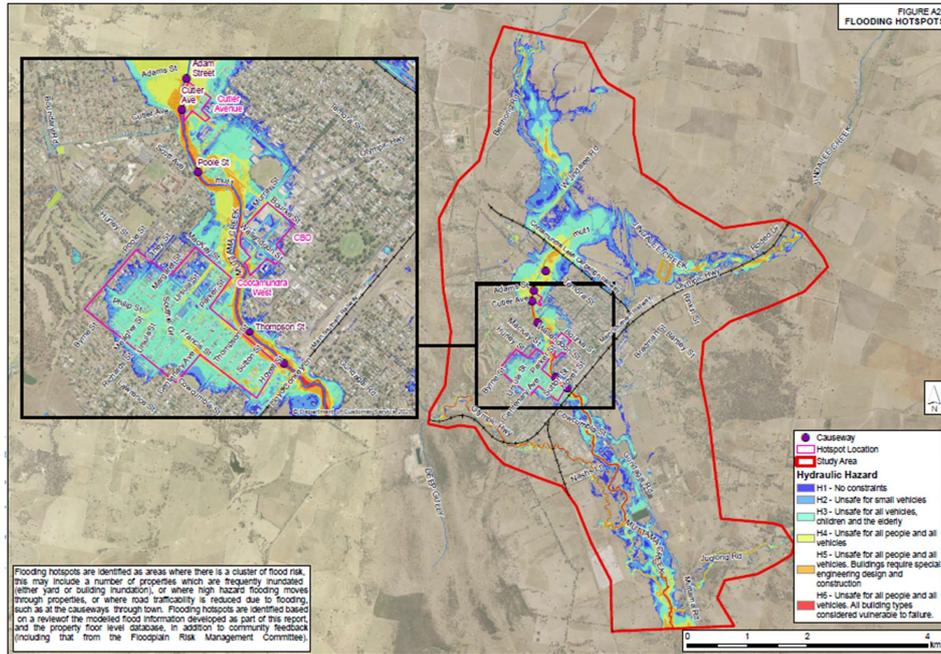


Figure 2-3 Location of flooding hotspots (WMAwater, 2023)



2.3.3 Vulnerable people and land uses

Section 2.2 indicates that there are a relatively high number of vulnerable people in Cootamundra potentially living with houses located within flooding hotspot areas. These potentially vulnerable people include older people (e.g. possible mobility, cognition issues) and people with disabilities (e.g. possible sight, hearing, cognition, mobility issues). Approximately 9% of the Cootamundra population require assistance for core activities such as walking. This has significant implications for emergency services including in evacuation assistance and possible rescue. There are also issues for the receipt and understanding of flood warning messages noting that some people may have hearing, sight and cognition issues.

Furthermore, there are several land-uses in the floodplain (and in the hotspots) that accommodate potentially vulnerable people including:

- Wattle Grove Community Lifestyle retirement village (Figure 2-4). This is located close to the Cutler Avenue hotspot with a frontage to Muttama Creek. It consists of approximately 30 single story residences. Parts of the property are impacted in the 10% AEP event with flood depths above ground of 0 m -1.0 m. From an evacuation perspective, the property becomes isolated at about the 10% AEP level. At the 1% AEP flood depths above ground are 0.5 m – 1.5 m, meaning that all residences would be significantly flooded above floor in this event. A map showing the location of the retirement village is provided as Figure 2-5.
- Creekside Kids Early Childhood Centre (Figure 2-6). This Centre has children of 6 weeks to 5 years age during weekdays. It caters for up to 48 children. The single-story Centre is located in the Poole Street flooding hotspots and would experience flooding as outlined for this hotspot in Section 2.3.2. A map showing the location of the retirement village is provided as Figure 2-7.
- Cootamundra Caravan Park. Located in the Cootamundra West hotspot between MacKay and Wallendoon Streets, the Caravan Park offers a variety of accommodation, including Motel Rooms, Ensuite Cabins and Powered and Unpowered Sites for caravanners and campers. The motel rooms and cabins are all single stories and within 300 metres of Muttama Creek. In the 10% AEP event there is up to 0.5 m of water through the Caravan Park and 0.5 m – 2.0 m in the 1% AEP event. The Caravan Park may accommodate vulnerable persons and, as tourists, would not have local flood knowledge. A map showing the location of the caravan park is provided as Figure 2-8.

Other land-uses that may house vulnerable persons but are less flood impacted include the Albion Hotel, the Cootamundra Gardens Motel and the Elm and Wren Guesthouse on Hurley Street.



Figure 2-4 Proximity of Wattle Grove Community Lifestyle Village (left) to Muttama Creek (photo: N.Dufty)

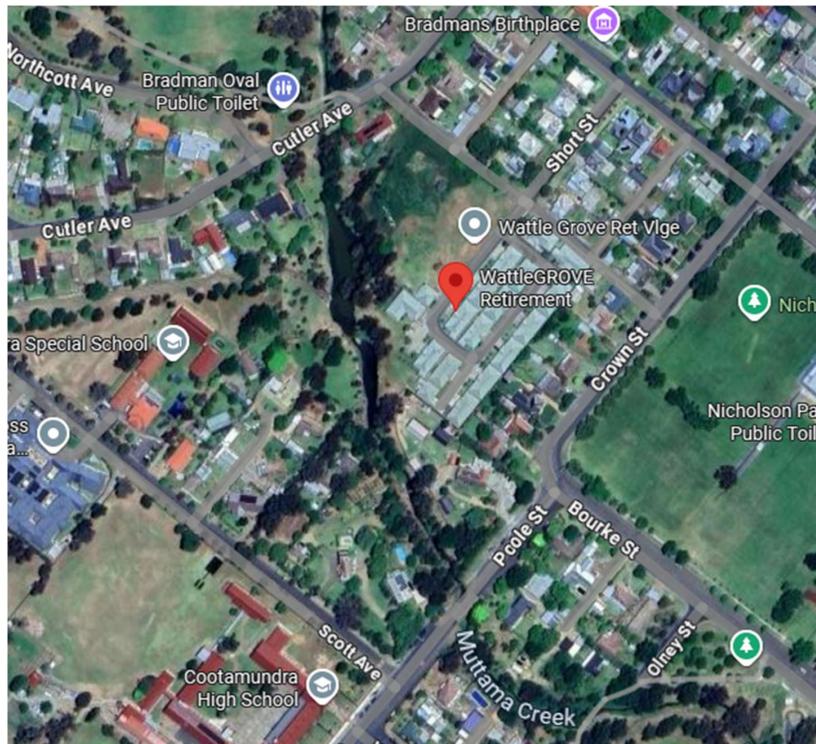


Figure 2-5 Location of the Wattle Grove Community Lifestyle Village – red marker (source: Google Earth)



Figure 2-6 Creekside Kids Centre close to Muttama Creek (photo: N.Dufty)

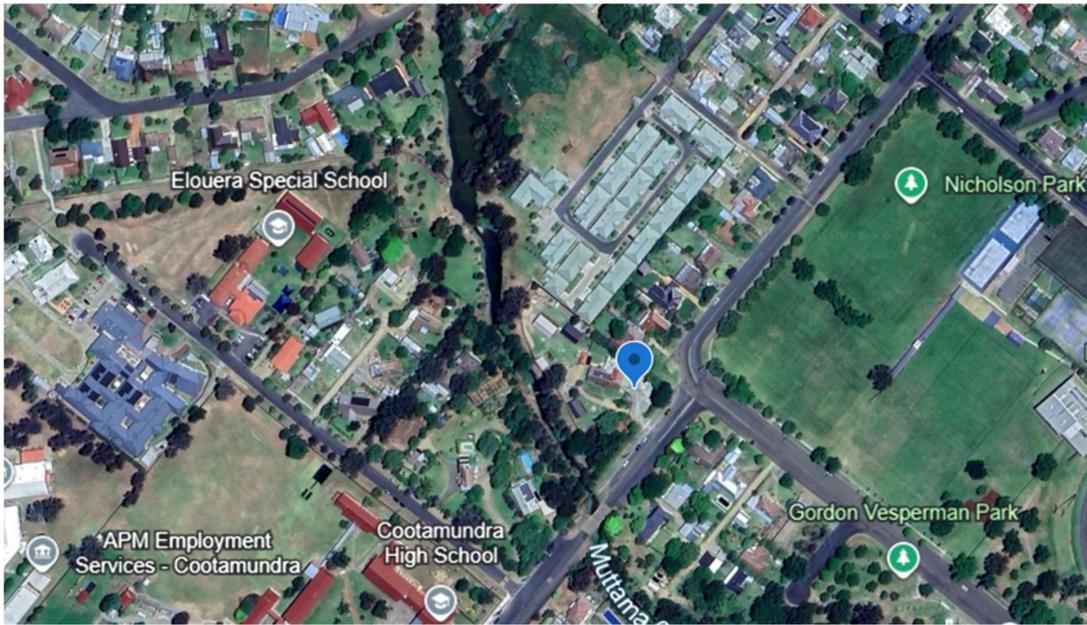


Figure 2-7 Location of the Creekside Kids Early Childhood Centre – blue marker (source: Google Earth)



Figure 2-8 Location of the Cootamundra Caravan Park – red marker (source: Google Earth)



2.3.4 Crossings

Muttama Creek bisects Cootamundra and there are 11 road crossings (bridges and causeways) of the creek. The Cootamundra FRMS&P identified the following road crossings as flooding hotspots:

- Temora Street runs between Barana Road and Hovell Street through Cootamundra and is a main thoroughfare and access route out of Cootamundra. The creek breaks out along Temora St between McGowen St and West Jindalee Rd on the western side of town. The flood depths at the crossing do not exceed 0.3m in the 20%, 10% and 5% AEP event.
- Adams Street causeway. Adams Street is inundated by mainstream flooding from Muttama Creek, cutting an access path between the eastern and western sides of town. Adams Street provides connection for properties off Adams Street and surrounding streets on either side of Muttama Creek. At the 20% AEP level, the peak flood depth is 0.75 m with a peak depth of 2.1 m in the 1% AEP event.
- Cutler Avenue causeway. Muttama Creek enters the more developed part of Cootamundra at the Cutler Avenue causeway, which becomes inaccessible in fairly frequent events. At the 20% AEP level, the peak flood depth is 1.7 m with a peak depth of 3.1 m in the 1% AEP event.
- Poole Street causeway (Figure 2-9). Downstream of Cutler Avenue, Muttama Creek crosses the Poole Street causeway. This causeway is one of the first to be inundated during a flood event, restricting access. At the 20% AEP level, the peak flood depth is 2 m with a peak depth of 2.9 m in the 1% AEP event.
- Thompson Street causeway. Thompson Street is another frequently flooded Muttama Creek crossing within Cootamundra. Since, this causeway is flooded in frequent events with high flood depths it cannot be used to travel across Muttama Creek during a flood event. At the 20% AEP level, the peak flood depth is 1.7 m with a peak depth of 3.2 m in the 1% AEP event.
- Hovell Street causeway. The heavy vehicle route along Hovell Street is frequently inundated by mainstream flooding from Muttama Creek. High flood depths occur at this causeway across all flood events. At the 20% AEP level, the peak flood depth is 1.7 m with a peak depth of 3.5 m in the 1% AEP event. In March 2023, Council secured NSW Government funding to upgrade Hovell Street including replacing the causeway with a bridge structure.

Some bridges are also inundated frequently e.g. the Parker Street road and pedestrian bridges. Several of the causeways also have higher level pedestrian bridges adjacent that should be noted, i.e. Poole Street, Olney Street and Thompson Street. Other causeways within the town at Lloyd Conkey Avenue and Cowcumbula Street can also be cut. Figure 2-3 shows the main road crossings that can be cut.



Figure 2-9 Poole Street causeway (photo: N.Dufty)



2.3.5 Previous floods

Cootamundra has a long history of flooding since European settlement in 1847. The town was first gazetted as a municipality in 1884, and the earliest records available describe a catastrophic flood in 1885 and significant events thereafter in 1903, 1919, 1952, 1956, 1974, 1983 and 1984. A significant flood event occurred in September 2016 and more recently in October 2022.

The September 2016 flood resulted in evacuations of properties located along Muttama Creek through town. It was reported that approximately 12 properties experienced above-floor flooding during this event. The flood marks from the 2016 event were quite similar to those estimated in the 1974 flood event. Approximately 140 mm of rainfall fell during the 1974 event in comparison to less than 60 mm in the 2016 event. For a 24-hour period of rainfall, the 2016 event was considered to be a 50% AEP while the 1974 event was considered to be 1% AEP based on design rainfall (WMAwater, 2021). An analysis of the rainfall records (WMAwater, 2021) shows that conditions preceding the 1974 event were much drier and the infiltration rate likely to be higher.

A flooding event occurred in Cootamundra on 31 October 2022. Evacuation orders were issued for the properties and streets around Muttama Creek due to the possible flash flooding from 9pm that day. More than 400 properties were evacuated, and more than 100 properties and around 25 streets were reported to be impacted.

Approximately 30 properties were affected above floor level during the October 2022 flood. Temora Street was cut with approximately 600 mm depth of inundation. There was 1 m deep flood water over the Poole Street causeway and Adams Street was cut. It was reported in the media that approximately 1.5 m of flood water went through the Creekside Kids Early Learning Centre (Section 2.3.3). A truck was washed into the creek at the Hovell Street causeway (Figure 2-10). Further comments about the impacts of the October 2022 flood are provided in Figure 2-11.

The rainfall for the October 2022 event was of a rarer frequency than the September 2016 for durations similar to the critical duration of the catchment. A best estimate of the magnitude of the October 2022 event was slightly larger than a 5% AEP event (WMAwater, 2023).



Figure 2-10 Truck washes off Hovell Street causeway in October 2022 flood (photo: Timothy Dean)

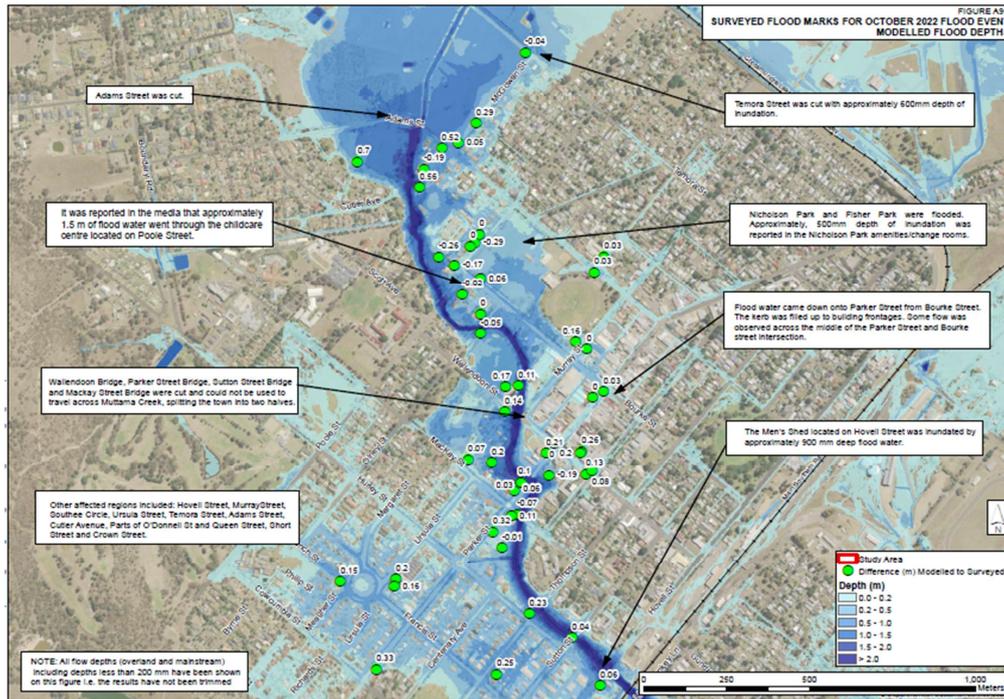


Figure 2-11 Observed impacts of the October 2022 flood (WMAwater, 2023)



2.4 Flood warning lead time

Flash flooding occurs where there is little warning time due to events such as severe storms in small catchments, dam breaks and tsunamis. It poses a significant threat to human life, because of the high flow velocities, unpredictability and rapid onset of such events (Middelmann, 2007). In Australia, a flash flood occurs where there is less than 6 hours warning time (Bureau of Meteorology, 1996).

The concept of 'flood warning lead time' is useful in flood warning research. Flood warning lead time (Figure 2-12) is the time between the issuing of a message containing a flood prediction and the time when the predicted flood height is reached (or when the stream peaks below that height) (US Army Corps of Engineers, 1994).

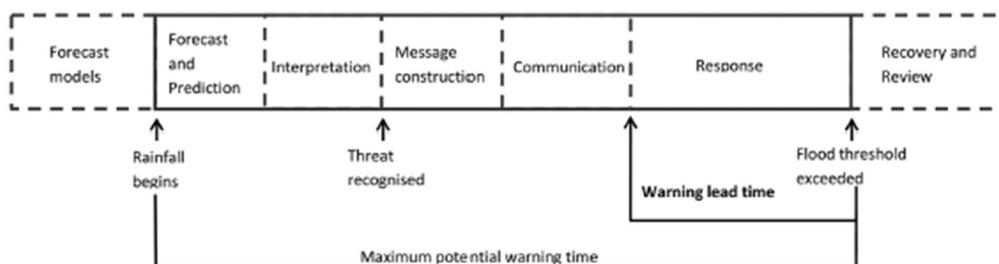


Figure 2-12 Concept of flood warning lead time (US Army Corps of Engineers, 1994)

Cootamundra is classified as a flash flooding scenario with all its flooding hotspots being impacted within 6 hours of significant heavy rain. For example, the Poole Street causeway is cut within 3.8 hours in the 10% AEP event and only 2.2 hours in the 1% AEP event. Above floor flooding can occur in the flooding hotspots well before flood peaks are reached and this can happen well within 6 hours (WMAwater, 2023).

Importantly, the flood warning lead time can be considerably less than the maximum potential flood warning time, in which case residents and emergency services may only have a few hours to respond in a safe way.

The main aim of this assessment of flood warning in Cootamundra is to **identify ways to increase flood warning lead time noting that it may be a trade off with accuracy of warning forecast information** as shown in Figure 2-13.

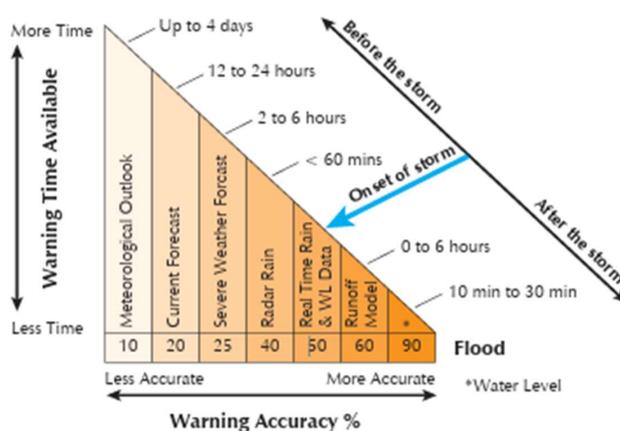


Figure 2-13 The trade-off Between Warning time and Flood Forecast accuracy for Flash Flood Situations (Attorney-General’s Department, 2009)



Increased flood warning lead time helps emergency agencies to provide timely flood warning messages and mobilise their on-ground support particularly to vulnerable people. It also provides time for residents and businesses to take safe actions including evacuation.

Flood warning lead time is central to the emergency response approach used by NSW SES as shown in Figure 2-14. By increasing flood warning lead time, actual available time for evacuation is increased.

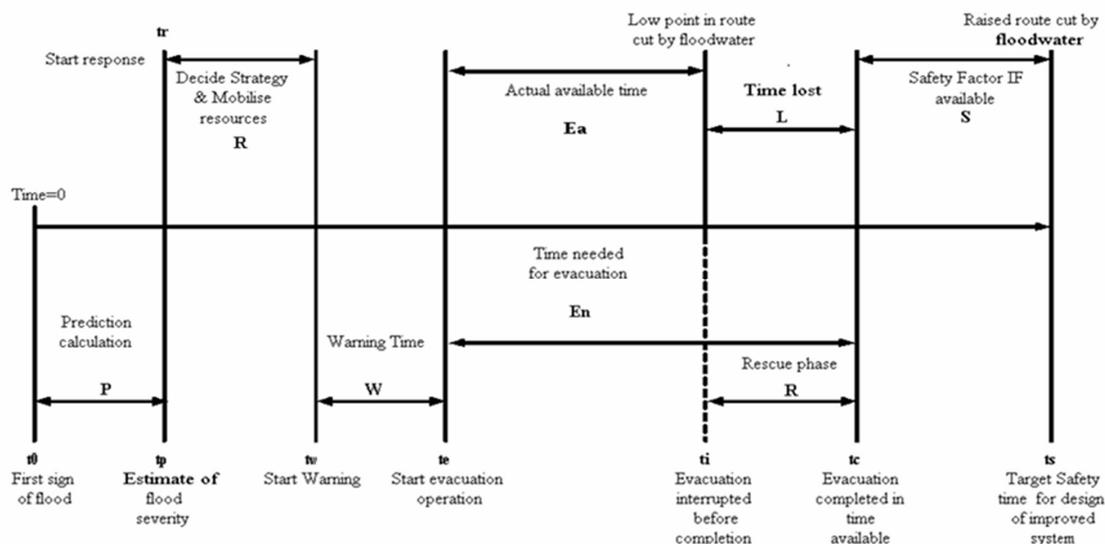


Figure 2-14 Schematic Timeline of Emergency Response for Flood Evacuation (Opper, 2004)

The mobilisation of resources for evacuation is generally outpaced by the impact of flash flooding within the community. That is also complicated by the warning lag factor, where people will try to rationalise the impacts and consequences of warnings on their lives prior to acting.

Cootamundra is a prime example of a location that the warning lag factor and the impact of flooding will occur at the same time, potentially putting people at risk during the movement phase of an evacuation. Thus, opportunities should be identified to increase warning lead time to enable more time for emergency agencies to connect with vulnerable people and for people to rationalise the impacts and consequences of warnings on their lives prior to acting.



3 METHODOLOGY

3.1 TFWS assessment framework

A TFWS assessment framework (based on Molino et al. 2011) was used to review the existing flood warning system for Cootamundra and identify improvements.

This framework builds on that promoted by the Australian Government in Handbook 7 – Flood Warning and the Public Information and Warnings handbook.

- <https://knowledge.aidr.org.au/media/3521/adr-handbook-7.pdf>
- <https://knowledge.aidr.org.au/resources/public-information-and-warnings-handbook/>

The framework enables a more holistic understanding of the TFWS and the complexity of the interactions between its components. The framework has been successfully adapted to the review of TFWS in several flood-prone Australian communities. It has been described in research articles such as <https://knowledge.aidr.org.au/resources/ajem-january-2021-the-total-flood-warning-system-a-review-of-the-concept/>

The framework is similar to that outlined in the Application of the Total Warning System to Flood Handbook (AIDR, 2022). The framework involves 12 components of the TFWS:

- Understanding flood risk
- Emergency management planning
- Community flood engagement and education
- Data collection
- Prediction
- Interpretation
- Warning message construction
- Warning message communication
- Response
- Review
- Community participation
- Integration of the TFWS components

Figure 3-1 provides a schematic representation of the TFWS assessment framework used in this report.

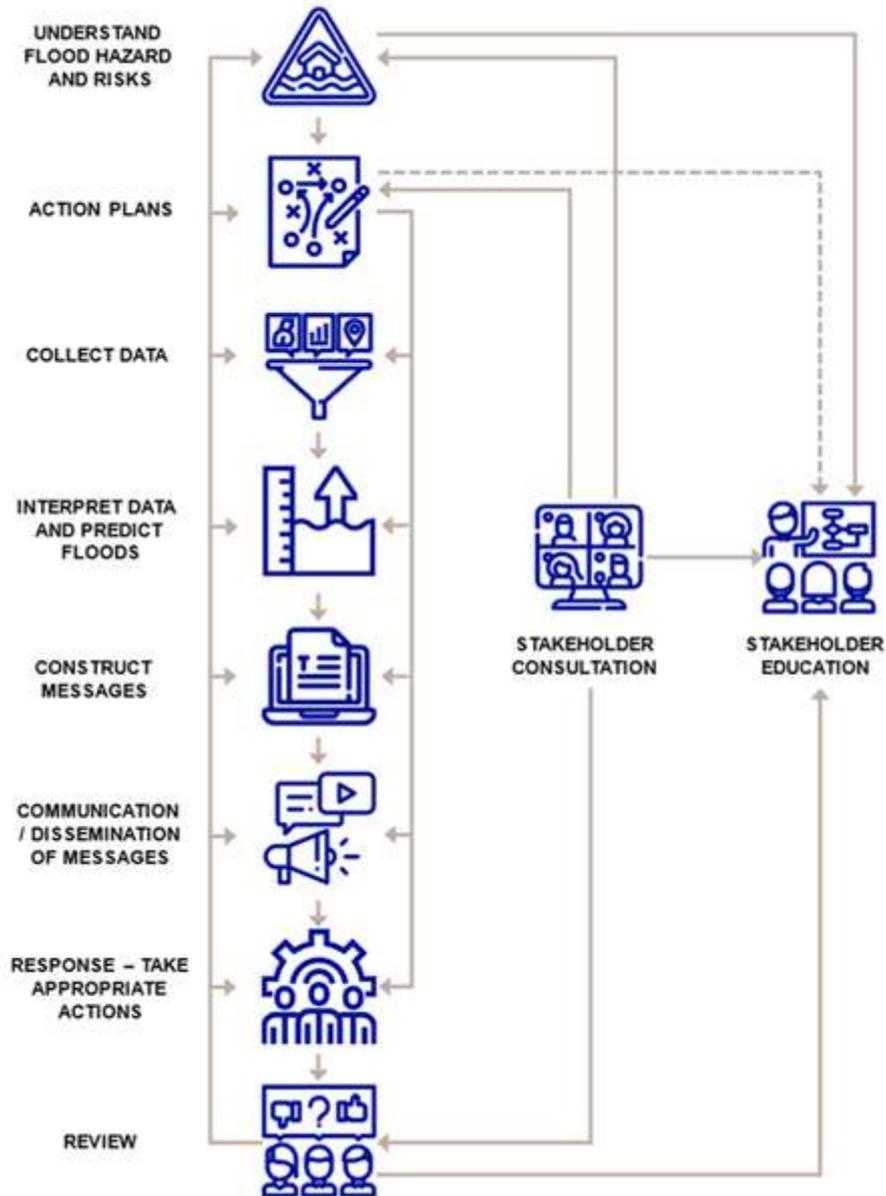


Figure 3-1 TFWS assessment framework (Molino et al. 2011)

3.2 People-centred early warning systems

Underlying the TFWS assessment framework (Section 3.1) is the recognition and understanding of the need for people-centred early warning systems as advocated by the United Nations (2025).



Being people-centred means that the early warning system (EWS) should involve at-risk communities, ensuring inclusivity for all community members. The goal of people-centred EWS is to enable individuals and communities at risk to take timely and appropriate actions, minimising the risk of injury, loss of life, and harm to property and the environment. [https://www.cell.com/iscience/fulltext/S2589-0042\(25\)00614-5?returnURL=https%3A%2F%2Flinkinghub.elsevier.com%2Fretrieve%2Fpii%2FS2589004225006145%3Fshowall%3Dtrue](https://www.cell.com/iscience/fulltext/S2589-0042(25)00614-5?returnURL=https%3A%2F%2Flinkinghub.elsevier.com%2Fretrieve%2Fpii%2FS2589004225006145%3Fshowall%3Dtrue)

‘EWS become people-centred by addressing individuals’ and communities’ specific vulnerabilities and capacities, considering factors like gender, age, disability, mobility, language, and culture to ensure no one is left behind. By challenging the hazard-focused paradigm, this approach advocates for tailored warning systems that reduce vulnerabilities, while recognizing that root causes and systemic pressures shape access to resources and impact preparedness, response, and recovery from hazards’ (Budimir et al., 2025)

Emphasising people-centred approaches is crucial for several reasons including:

- Those most affected by disasters have the most to gain from disaster risk reduction (DRR), making it a local issue.
- At risk communities are not monolithic, but consist of individuals with varying vulnerabilities and capacities, which is crucial for creating an EWS that serves everyone.
- At-risk communities possess rich traditional, local, and indigenous knowledge that informs all components of an EWS such as a TFWS.

The people-centred approach is depicted in Figure 3-2. Section 3.3 explains the community consultation and co-design tasks conducted to inform this TFWS assessment. An understanding of the Cootamundra at-risk community is included throughout and particularly in Section 2.2 and 2.3.

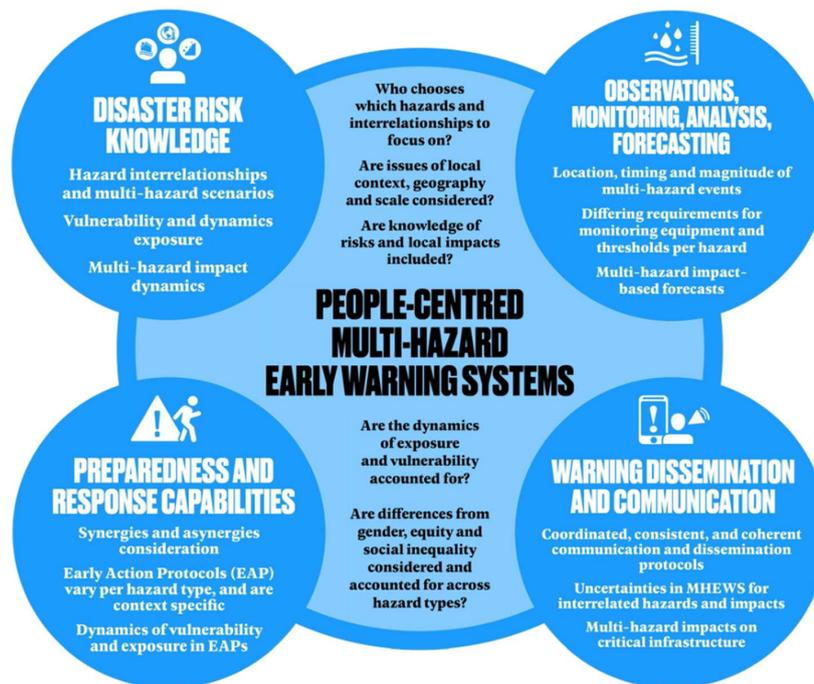


Figure 3-2 People-centred early warning systems (United Nations, 2025)



3.3 Community consultation

3.3.1 Community Drop-in Sessions

The project engaged in various ways with community members and stakeholders to learn about local issues regarding flood warning; to build an understanding of the local community's lived experience with flooding; and to create a sense of the collective mindset of the community.

In conjunction with Council, Water Technology facilitated an in-person meeting in the form of a drop-in session at the Cootamundra Library.

The TFWS review framework outlined in Section 3.1 was used as a basis for the community meeting discussions, and attendees were also asked to provide ideas for improvement of their existing local flood warning system.

The drop-in session was conducted on 13 August 2025 and the conversations with members of the public were structured broadly around the following questions:

- Was there enough relevant information in flood warnings?
- How were flood warnings delivered? Was this effective? Why/why not?
- Did you have enough time to respond to flood warning?
- Other suggestions for improvement?

The session was reasonably well attended by 10 members of the public. The attendees live across the Muttama Creek floodplain, and all had lived experience in the 2016 and/or 2022 flood events.

The community responses are included in Section 4 along with a technical review of the existing and proposed TFWS for Cootamundra.

3.3.2 Online Engagement Tool

To obtain general feedback from across the entire study area, a "Social Pinpoint" online mapping and comment platform was developed for the Cootamundra study area where people could submit their comments and thoughts about flood warnings for specific locations in a spatial format. This online community feedback facility was made accessible via a dedicated webpage on Council's website several weeks prior to the local drop-in sessions and kept live for several weeks after the drop-in sessions were conducted in the area. Having this additional channel for the collection of community feedback enhanced the accessibility and inclusivity of the project.

There were only 3 pins and comments provided using the online engagement tool. Input received via the online tool has been included in Section 4.

3.3.3 Public exhibition

The draft final report was placed on public exhibition by Council during December 2025 and early January 2026. There were no comments from the community during the public exhibition phase.

3.4 Stakeholder engagement

3.4.1 Technical Sub-committee

The project Technical Sub-Committee (TSC) includes relevant Council staff members, and representatives from NSW SES and DCCEEW. Water Technology held an in-person inception meeting with the TSC on 21 May 2025. During the meeting, possible TFWS issues in Cootamundra were discussed and the meeting was



followed by a field inspection (Section 3.5) of key locations in the area. Comments related to this meeting inspection have been included in Section 4. The TSC also commented on an early draft of this report and met on 18 November 2025 to provide further guidance related to the final draft report. The TSC met during January 2026 to finalise the report and the accompanying project.

3.4.2 Other stakeholder meetings

Engagement with other stakeholders was conducted in various ways, including online virtual meetings with representatives from Council, NSW SES and the BoM. In-person meetings were held in the week of the community drop-in sessions with representatives from Council and the local NSW SES unit.

3.5 Field inspections

Field inspections were carried out by Water Technology on the day of the inception meeting with the TSC and again following the community consultation drop-in session. The inspections reviewed key flood-related aspects across the Cootamundra study area. The inspections provided on-ground understanding for the analysis and evaluation for the TFWS review. Figure 3-3 shows one of the key locations visited and Figure 3-4 provides an overview of locations visited for the field inspections.



Figure 3-3 The TSC and Water Technology inspect the Berthong Road (Muttama Creek) rain and stream gauge (photo: N.Duffy)

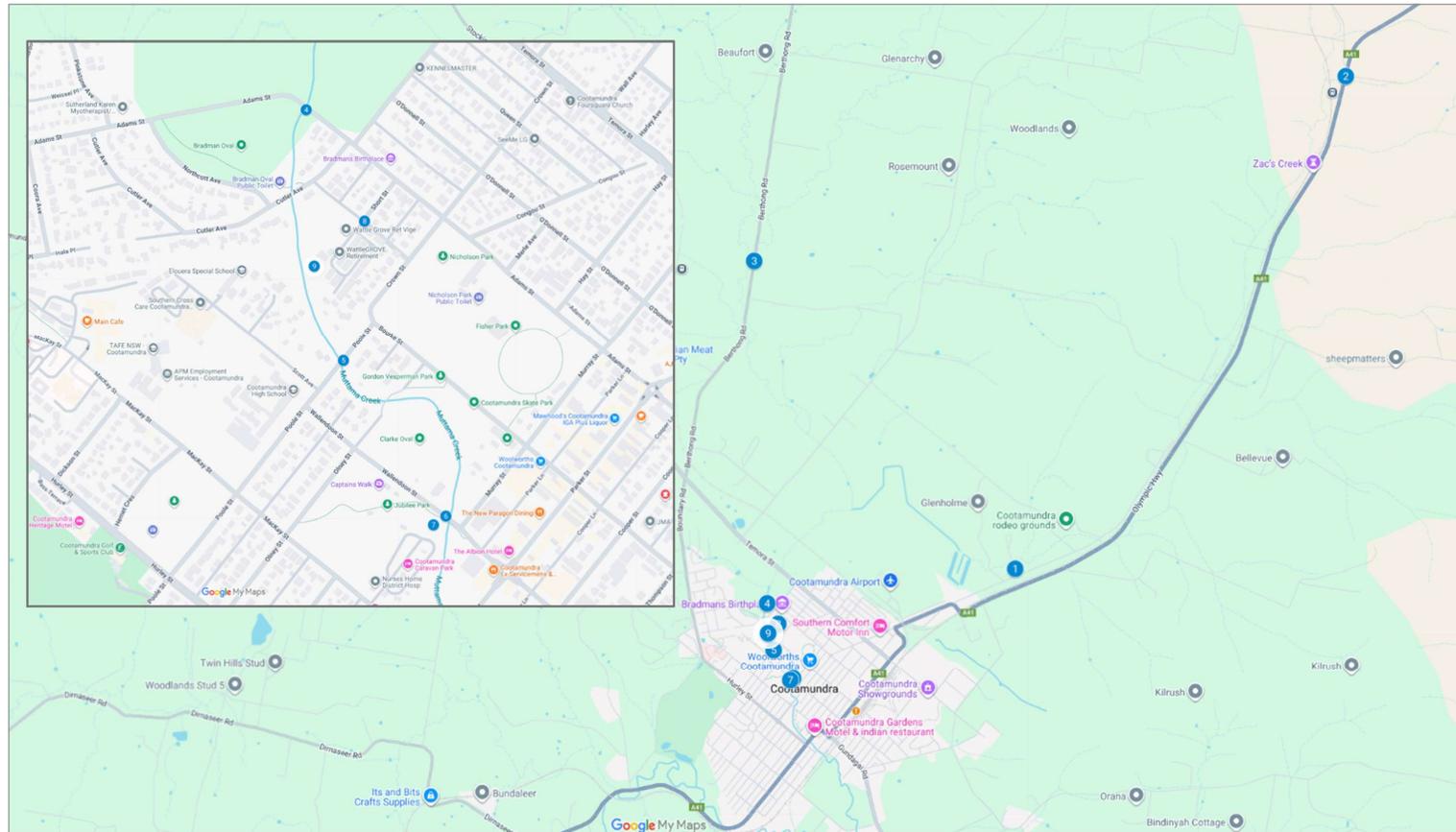


Figure 3-4 Locations (blue dots) visited in field inspections by Water Technology



4 ASSESSMENT OF THE TFWS COMPONENTS

This section of the report documents the review of each of the 12 components of the TFWS as described in Section 3.1. It identifies gaps in the Cootamundra flood warning system and possible opportunities for improvement.

4.1 Understanding flood risk

It is critical that people living and working in flood-prone communities are aware of their flood risk to increase the likelihood they will acknowledge and act on flood warnings. They should also be aware of the flood warning system services in their local community.

This section assesses whether there is adequate understanding of flood risk throughout the community and in the emergency services.

As discussed in Section 2.3, the Cootamundra Floodplain Risk Management Study and Plan (FRMS&P) (WMAwater, 2023) assessed flood risk in the study area and identified a series of recommended options to mitigate flood risk. This FRMS&P followed on from the Cootamundra Flood Study (WMAwater, 2021) which determined the nature and extent of the flood problem in the township of Cootamundra under existing conditions.

As stated in Section 1.1, the main aim of a flood warning system is to protect people. Of key interest for TFWS assessment and development is an understanding of the number of people that directly receive above floor flooding in different flood events. These potentially impacted people are the main focus of flood warnings.

The Cootamundra FRMS&P identified the number of residential and commercial properties impacted by above floor flooding at the different flood events (Table 2-2). Further analysis (Section 2.3.2) indicated that there are an estimated 825 residents at risk of being in a property experiencing above floor flooding in a 1% AEP event. Even at the 5% AEP level (similar to the October 2022 flood), there are about 154 residents that are estimated to be impacted by above floor flooding in their properties. Indications show that approximately 9% of these people require assistance for core activities (Section 2.3.3). Adding to the flood risk are 3 land-uses in the Muttama Creek floodplain that may house vulnerable persons:

- Wattle Grove Community Lifestyle retirement village
- Creekside Kids Early Childhood Centre
- Cootamundra Caravan Park.

There are also significant number of commercial enterprises impacted, many of which are in the Cootamundra Central Business District (CBD). According to Table 2-2, there are 13 businesses that receive above floor flooding in the 5% AEP event and 67 properties in the 1% AEP event.

The Cootamundra FRMS&P identified the following hotspots of flood risk in Cootamundra (Section 2.3.2):

- Cutler Avenue area. At this hotspot, 10 properties are impacted at the 10% AEP by above floor flooding with depths (above ground) of 0.4 m – 0.8 m at 10% AEP and 0.9 m – 1.4 m at the 1% AEP flood event.
- Poole Street and Olney Street Area. At this hotspot, 4 properties are impacted at the 10% AEP and 8 properties at the 1% AEP by above floor flooding with depths (above ground) of 0.4 m – 0.8 m at 10% AEP and 0.8 m – 1.4 m at the 1% AEP flood event. One property is impacted by above floor flooding in only the 20% AEP event.
- Cootamundra CBD. The Cootamundra CBD contains a number of key services for the community and flood impacts can result in disruption for the community. At this hotspot, 3 properties are impacted at the 10% AEP and 27 properties at the 1% AEP level by above floor flooding.



- Cootamundra West. At this hotspot, 4 properties are impacted at the 10% AEP and 242 properties at the 1% AEP by above floor flooding with depths (above ground) of 0.1 m – 0.4 m at 10% AEP and 0.3 m – 1.0 m at the 1% AEP flood event.

The impact of flooding on the closure of roads should also be considered in the development of the TFWS. Muttama Creek bisects Cootamundra and there are 11 road crossings (bridges and causeways) of the creek. The Cootamundra FRMS&P identified 6 of these crossings as flooding hotspots (Section 2.3.4).

Also pertinent to flood risk is an understanding of other factors including:

- Flood warning lead time (Section 2.4)
- Social vulnerability (Section 2.3.3)
- Emergency management planning (Section 4.2).

4.1.1 Gaps

Through stakeholder consultation (Section 3.4), NSW SES and Council believed that there was a good understanding of flood risk in their organisations based on the Cootamundra FRMS&P and experiences in recent flood events. However, both organisations felt that there was not a strong understanding of flood risks in the Cootamundra community. This was mainly due to misconceptions about reducing flood risk (e.g. dredging, de-snagging Muttama Creek) and the impact of floods larger than those experienced (noting that the October 2022 flood was only a 5% AEP event).

At the community meeting (Section 3.3), community members were asked about the perception of flood risk by emergency services and their communities.

Several community members felt that they were not prepared for the larger and faster event experienced in October 2022 compared with 2016. Some used local landmarks (e.g. duck crossing sign, roadside flood reference markers) for flood height reference, however use of the local landmarks for measuring the flood heights is difficult especially at nighttime.

From these responses, it appears that many people are limited in their flood risk perception by the 'prism of experience' - a way of understanding and interpreting the world or a situation through the lens of one's personal experiences, beliefs, and emotions. In other words, some people thought that the 2016 flood was the flood extent for them to prepare for not appreciating the possibility of larger floods such as that experienced in October 2022. There is a need for them to understand the impacts for them of all flood events up to the PMF.

Although the Cootamundra community displays relatively low transience (Section 2.2) compared to the NSW average, about half the population were not in the same residence 5 years ago and about one-fifth of the population are renters. These newcomers may have no flood experience and understanding of flood risk, and some community members interviewed identified this as an issue in safe responses to flood emergencies.

4.1.2 Opportunities for improvement

The Cootamundra FRMS&P provides an excellent assessment of flood risk which is the basis of any TFWS (Section 3.2). Whilst it appears that authorities (e.g. Council, NSW SES) have a strong understanding of flood risk across all possible flood events, this is not the case with some residents living in the Muttama Creek floodplain, even those that have had experience with the 2016 and 2022 floods. Furthermore, there are a considerable number of newcomers who probably have little or no understanding of flood risk.

Based on these gaps, the following opportunities for improvement (OFI) are identified:

**OFI-1:**

Regularly engage with residents, particularly in the hot spot areas, to discuss the potential flood levels and impacts to them for all flood events up to the PMF.

OFI-2:

Provide online flood risk maps and a non-technical explanation of how to read them on Council's website.

4.2 Emergency management planning

The main document to guide flood warning triggers and resultant emergency management actions is the Cootamundra-Gundagai Regional Flood Emergency Sub-Plan (NSW SES, 2023). This is a sub-plan of the Cootamundra - Gundagai Regional Local Emergency Management Plan (EMPLAN).

The purpose of the Cootamundra-Gundagai Regional Flood Emergency Sub-Plan (the Sub-Plan) is to cover preparedness measures, the conduct of response operations and the coordination of immediate recovery measures from flooding. It covers operations for all levels of flooding within the council area and clearly outlines the roles and responsibilities of all organisations including the community in relation to flood warnings and emergencies.

NSW State Emergency Service (NSW SES) is the combat agency responsible in NSW for flooding. There is a NSW SES Unit located at Cootamundra with about 10 volunteer members. It has 'good' interoperability arrangements with the NSW Rural Fire Service (RFS) which provides emergency management support in a flood as per the Cootamundra-Gundagai Regional Flood Emergency Sub-Plan.

NSW SES (local and regional) has developed an understanding of warning triggers for its emergency response however, this intelligence requires further development into Flood Intelligence Cards to describe the impacts on the community and the commensurate actions of authorities.

The local NSW SES unit, when interviewed (Section 3.4), said that it had learned from some deployment and other issues in the 2016 flood and was much better prepared and effective in the October 2022 event based on these learnings. The Cootamundra FRMS&P provides further guidance for prioritisation of emergency response activities with particular focus on the Cutler Avenue and Poole Street/Olney Street hotspots (first impacted).

If an emergency warning is provided (or even prior to warning issuance) (Section 1.2), residents need to decide whether to shelter-in-place or to move to an evacuation centre (this being the preferred safe option). As the town is split in two by floodwaters, it is important to have clear evacuation routes and evacuation centres on both sides of town. In 2022, the Rugby Club (approximately 30 people, mainly older – as reported) and the Showground (approximately 50 people - as reported) were used as evacuation centres, noting the former venue is located within the PMF.

All land-uses with potentially vulnerable people should have an emergency plan. The 3 land-uses in the Muttama Creek floodplain that may house vulnerable persons:

- Wattle Grove Community Lifestyle retirement village
- Creekside Kids Early Childhood Centre
- Cootamundra Caravan Park.

As noted in the Cootamundra-Gundagai Regional Flood Emergency Sub-Plan, the Cootamundra Caravan Park should:

- Prepare a Flood Emergency Plan for the caravan park.



- Ensure that owners and occupiers of movable dwellings are aware that the caravan park is flood liable by providing a written notice to occupiers taking up residence and displaying this notice and emergency management arrangement within the park.
- Ensure that owners and occupiers of movable dwellings are aware that if they are expecting to be absent for extended periods, they should:
 - Provide the manager of the caravan park with a contact address and telephone number in case of an emergency.
 - Leave any movable dwelling in a condition allowing it to be relocated in an emergency (i.e.: should ensure that the wheels, axles and draw bar of the caravans are not removed and are maintained in proper working order).
- Ensure that occupiers are informed of Flood Information. At this time, occupiers should be advised to:
 - Ensure that they have spare batteries for their radios.
 - Listen to a local radio station for updated flood information.
 - Prepare for evacuation and relocation of movable dwellings (cabins).
- Ensure that owners and occupiers of caravans are aware of what they must do to facilitate evacuation and movable dwelling relocation when flooding occurs.
- Coordinate the evacuation of people and the relocation of movable dwellings when floods are rising and their return when flood waters have subsided. Movable dwellings will be relocated back to the caravan park(s) by owners or by vehicles and drivers arranged by the park managers.
- Secure any movable dwellings that are not able to be relocated to prevent floatation.
- Inform NSW SES of the progress of evacuation and/or movable dwellings relocation operations and of any need for assistance in the conduct of these tasks.

There are also requirements for early childhood centres such as Creekside Kids:

- When notified of possible flooding or isolation, childcare centres and preschools should:
 - liaise with NSW SES and arrange for the early release of children whose travel arrangements are likely to be disrupted by flooding and/or road closures; and
 - assist with coordinating the evacuation of preschools and childcare centres.

Creekside Kids and the Wattle Grove retirement village also should have emergency plans that are regularly reviewed by NSW SES.

NSW SES also recommends that each residential and commercial flood prone property has an emergency plan as part of general flood and storm preparedness - <https://www.ses.nsw.gov.au/plan-and-prepare/prepare-your-home> which has a dedicated section on understanding and accessing flood warnings in the emergency plan template (Figure 4-1).

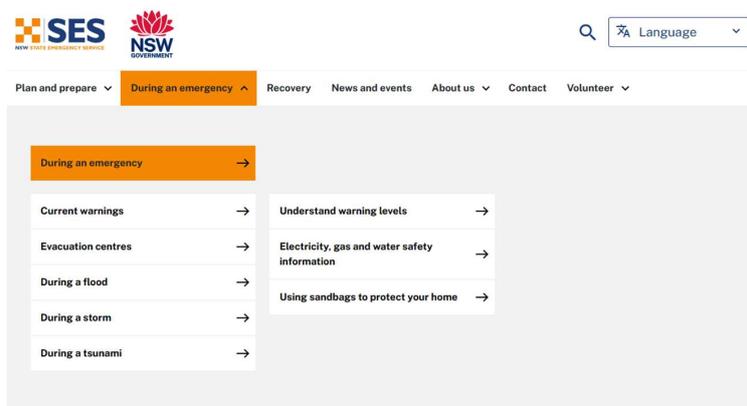


Figure 4-1 Excerpt from Flood Emergency Plan template (NSW SES)



Several community members relayed several harrowing accounts of difficulties they experienced in floods and generally supported the view that the emergency services performed better in terms of support in 2022 than 2016. However, one elderly lady in a very flood prone area had to evacuate her house in waist deep, fast flowing water and drag herself along a fence to reach safety – she received no assistance from emergency services even though this was within a well-known vulnerable (now hotspot) area.

It should be noted that the local NSW SES unit only has 10 volunteer members, while neighbouring SES units may not be able to assist in the flash flooding events experienced at Cootamundra. The local RFS Brigade provides added capacity, however it is critical that initial emergency agency focus is placed on supporting residents and businesses in the hotspot areas, with a particular focus on vulnerable people and the 3 identified vulnerable land-use locations.

4.2.1 Gaps

Whilst the Flood Emergency Sub-Plan provides general guidance, it does not provide detailed information related to Cootamundra including flood warning triggers and emergency arrangements. There is a need to update the Flood Intelligence Cards for Cootamundra and have these included in an updated Part 2 of the Sub-Plan.

It should be noted that the NSW SES Flood intelligence system is based on location specific references, i.e. gauges, and what is the consequences to the community relative to that fixed, measurable point.

Currently there are 10 Flood intelligence products within Cootamundra town, NSW SES finds that this is not viable to maintain and viable to communicate publicly against effectively. These products are based off water on ground, i.e. riverine and they are not tailored for rainfall indicators. i.e. flash flooding.

NSW SES needs direction to consistently and accurately provide an intelligence and warning product based on possible / measurable rainfall – this is further discussed particularly in Section 4.5.

Whilst NSW SES said that it had been working on emergency plans with vulnerable land-uses, regular engagement is required to regularly monitor and review emergency plans for:

- Wattle Grove Community Lifestyle retirement village
- Creekside Kids Early Childhood Centre
- Cootamundra Caravan Park.

NSW SES may engage with consultation and provide feedback on private emergency plans. However, NSW SES does not endorse or take responsibility for the implementation of private emergency plans during the response to floods.

Also, although it appears that NSW SES was more responsive in the 2022 flood, the experience of the elderly lady recounted above shows that there is room for improvement. In particular, NSW SES should have an internal register or map of the location of vulnerable people, particularly in the hot spot areas, and assistance for these people should be of the highest priority related to flood warnings. It should be noted that there are privacy issues related to official lists rather this should be an internal document based on engagement with people in flooding hotspots. NSW SES may, at some time, engage with service providers for the vulnerable community to undertake risk assessments for their clients and their recommended actions during times of flood.

The significant number of commercial enterprises impacted, many of which are in the Cootamundra Central Business District (CBD), calls for each to have emergency management plans linked to their business continuity planning. However, NSW SES does not endorse or take responsibility for the implementation of private emergency plans during the response to floods.



4.2.2 Improvements

Related to the gaps, the following opportunities for improvement are identified:

OFI-3:

Update the Flood Intelligence Cards for Cootamundra and have these included in an updated Part 2 of the Cootamundra-Gundagai Regional Flood Emergency Sub-Plan.

OFI-4:

Regularly monitor and review emergency plans for Wattle Grove Community Lifestyle retirement village, Creekside Kids Early Childhood Centre and Cootamundra Caravan Park.

OFI-5:

Develop and maintain an internal register or map of the location of vulnerable people, particularly in the hot spot areas.

OFI-6:

Encourage all businesses in the floodplain to have an emergency plan (including related to flood) as part of their business continuity planning.

To enhance and share emergency management responsibilities with the community, it is also recommended to:

OFI-7:

Conduct regular emergency exercises with the flood-prone community in Cootamundra including safe response to flood warnings (NSW SES would need direction from the community on how to best engage and conduct these exercises).

4.3 Community flood engagement and education

Community flood engagement and flood education programs support people to prepare for and respond to floods (including to flood warnings). The prime outcome is public safety, with a secondary outcome being protection of property.

NSW SES said that they do some flood engagement work in the local community but there is little local community flood information and guidance (including for flood warning) for Cootamundra on the NSW SES website (<https://www.ses.nsw.gov.au/local-information-2>). The Cootamundra SES Unit has a Facebook page with over 1,600 followers which can be used for flood preparedness and warning advice (<https://www.facebook.com/SESCOOTAMUNDRA/>). A few community members interviewed said that they only found out that their property was flood prone after receiving advice from their insurance company.

4.3.1 Gaps

The gaps for understanding flood risk (Section 4.1.1) relate to community flood engagement and education as well and are not duplicated here. A simple fact sheet about local flood warning and safe response would help fill the gap of little local flood information provided. The Local Flood Guide template provided by VICSES for Victorian communities is a suggested approach:

<https://www.ses.vic.gov.au/plan-and-stay-safe/flood-guides>

The Cootamundra FRMS&P also recommended more public flood markers and information around the town to educate residents and visitors about flood risks and possible levels related to local landmarks. A historical flood marker similar to that at Gundagai, located in a prominent place such as near the Ex-Serviceman's Club and/or the Cootamundra Caravan park, would be helpful to educate the public especially visitors. It could be a



sculpture or totem pole with possible flood heights woven in to the design for community reference. Engaging the community to develop their own visual indicators and cultural tools for identifying safe locations is suggested.

4.3.2 Improvements

Related to the gaps, the following opportunity for improvement is identified:

OFI-8:

Prepare a simple fact sheet about local flood warning and safe response for the Cootamundra community.

OFI-9:

Construct a historical flood marker in a suitable location to educate residents and visitors about flood risks and possible levels related to local landmarks.

4.4 Data collection

Manual 21 – Flood Warning (Attorney-General's Department, 2009, page 15) provides guidance regarding data collection from rain and stream gauges. According to Manual 21 (Attorney-General's Department, 2009), effective routine monitoring of the potential for flooding requires '...sufficient rainfall and river flow data to provide a representative picture of what is happening over the river basin' and 'close liaison between meteorological and hydrological forecasting groups...'.

4.4.1 Rainfall data

Both pluviograph and daily rainfall records are required for hydrological analysis and flood forecasting as part of a TFWS for Cootamundra. Pluviographs record rainfall data at short time increments, indicating the temporal distribution pattern while the more common daily rainfall data provides the spatial variation over the catchments. The pluviographs are used for flood warning, whilst the daily rainfall gauges provide data for climate analysis.

Pluviograph rainfall gauges exist at both the Muttama Creek at Berthong Road and Jindalee Creek at Jindalee gauges (Figure 4-2). Berthong Road is 5 km upstream of Adams Street and represents approximately 48% (56 km²) of the catchment to where Cootamundra Creek enters Muttama Creek. Jindalee is in the eastern portion of the catchment, approximately 8 km upstream of the railway line and represents approximately 15% (14 km²) of the catchment. Both pluviograph rainfall gauges are operated by WaterNSW.

There are a number of other daily read rainfall gauges in and around the catchment. The gauge at Cootamundra Airport (Station 73142) operated by the BoM (previously located at Cootamundra Post Office 1960 - 2000) has a recording interval of 3 hours.

4.4.2 River level and streamflow data

River level and streamflow data is also required for the hydrological analysis and flood forecasting. River stream gauges in NSW are operated by several organisations including WaterNSW, Manly Hydraulics Laboratory, and in some areas, local councils.

The Muttama Creek at Berthong Road (Station 573017) and Jindalee Creek at Jindalee gauge (Station 573009) – locations shown in Figure 4-2- also record water level. Relationships of water level to flow are derived by WaterNSW based on velocity measurements during flood events and extrapolated above the highest measurement.



4.4.3 Gaps

The Cootamundra FRMS&P noted that ‘...a small number of rainfall gauges and two streamflow gauges exist upstream of Cootamundra, as a minimum a water level gauge (if not additional rainfall gauges also) installed in town would benefit the overall understanding of the timing of flood events...’. This view was also advocated by NSW SES during the stakeholder interviews (Section 3.4).

From analysis of the data provided by WMAWater (2021) and WMAWater (2023) including hydrographs for 2016 and 2022 and modelling outputs, it is unlikely that more telemetered stream gauges (e.g. in Cootamundra or upstream of the Berthong gauge) will provide more than a few minutes of increased warning lead time. It should be noted that this is a relatively small, high velocity flow catchment which has 63% of catchment flows already covered by existing stream gauges. However, as this may have other advantages (e.g. improved flood intelligence for future floods), the installation of an extra telemetered stream gauge in Cootamundra town is further considered in this report.

The relatively small receiving catchment area is also well covered by 2 pluviographs, a 3-hour interval rain gauge and other daily gauges. This enabled the detailed flood modelling conducted by WMAWater (2021) and helps the BoM provide a flood warning for Cootamundra based on rainfall data (Section 4.5).

However, as it was suggested by some community members and other stakeholders interviewed, installing an additional stream gauge is included for further scrutiny in the Section 5 Multi-Criteria Analysis (MCA).

Several community members interviewed (Section 3.3) and Council (Section 3.4) believed that visual (not telemetered) reference (staff) gauges in town would help community situational awareness as many use local signage (e.g. flood road markers) or other unofficial reference points (e.g. signage) in understanding real-time flood behaviour. Reference gauges are relatively low cost to erect and have little or no maintenance costs.

4.4.4 Improvements

Based on analysis of the gaps the following opportunities for improvement are identified:

OFI-10:

Design and install an extra telemetered stream gauge on Muttama Creek.

OFI-11:

Install 3 visual reference gauges at flood hot spot locations in Cootamundra.

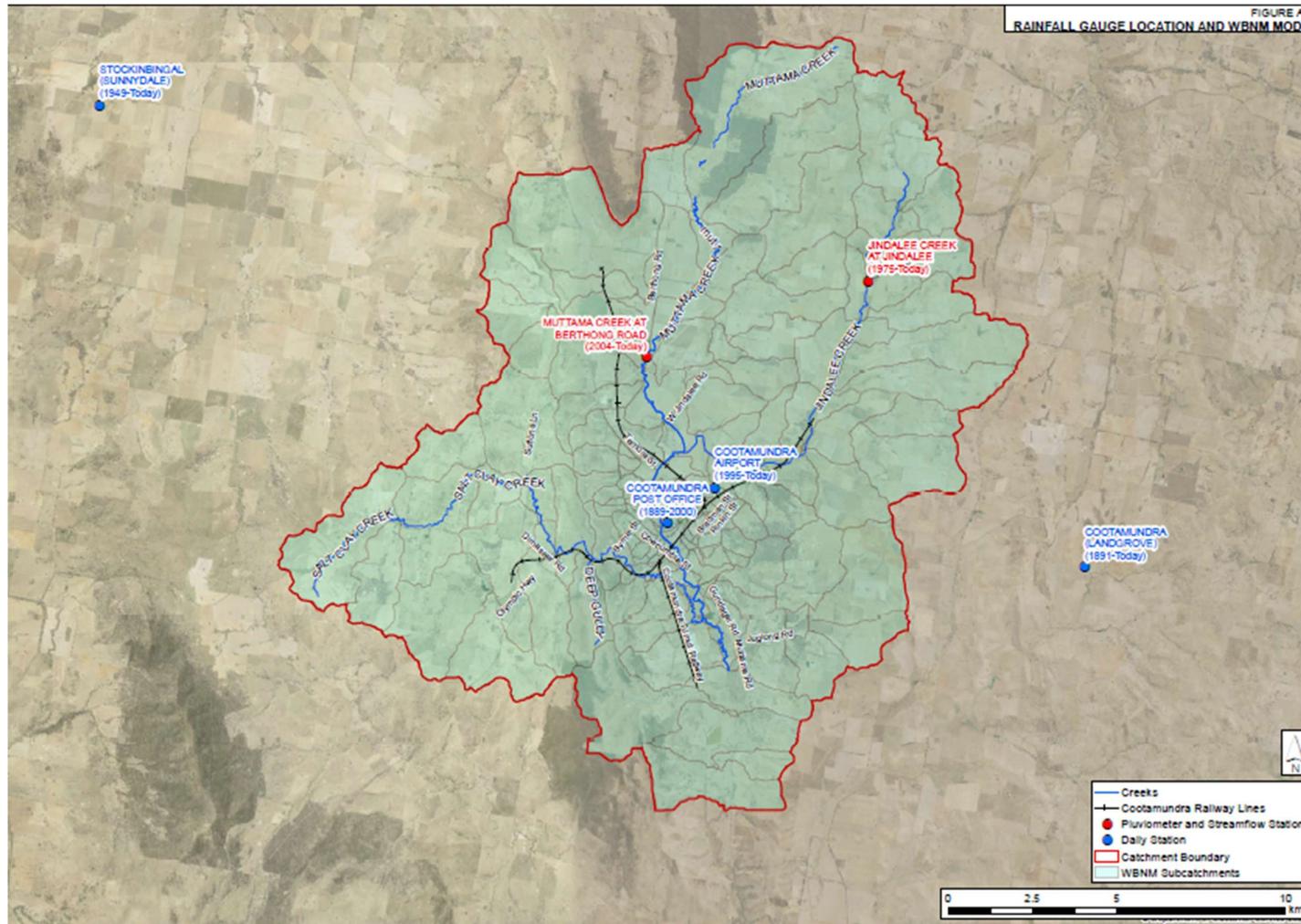


Figure 4-2 Location of pluviometer/streamflow stations and daily rainfall stations (WMAwater, 2023)



4.5 Prediction

The services that the BoM provides in NSW and ACT is outlined in ‘Service Level Specification for Flood Forecasting and Warning Services for New South Wales and the Australian Capital Territory’ (Bureau of Meteorology, 2024). Page 24 of this document provides flood warning detail for Cootamundra:

410 – Murrumbidgee River Valley									
n/a	n/a	Cootamundra*	No specific forecast location exists – forecast based on exceedance of a rainfall threshold as per trigger height column.	Generalised	1 hr	>50 mm in 6 hrs	n/a	n/a	n/a

The trigger for the BoM flood warning is rainfall >50mm over a 6-hour period with a target warning lead time of one hour. Using this kind of rainfall-based trigger can extend flood warning lead time for the Cootamundra community noting that the extent of time from peak rain to peak stream flow is only 1-2 hours at the 2 gauges (Figure 4-3) whilst in the first affected hotspots (Cutler Avenue, Poole/Olney Streets), the possible warning lead time is more likely in the order of 4 hours in a 10% AEP event and 3 hours in a 1% AEP event (WMAwater, 2023).

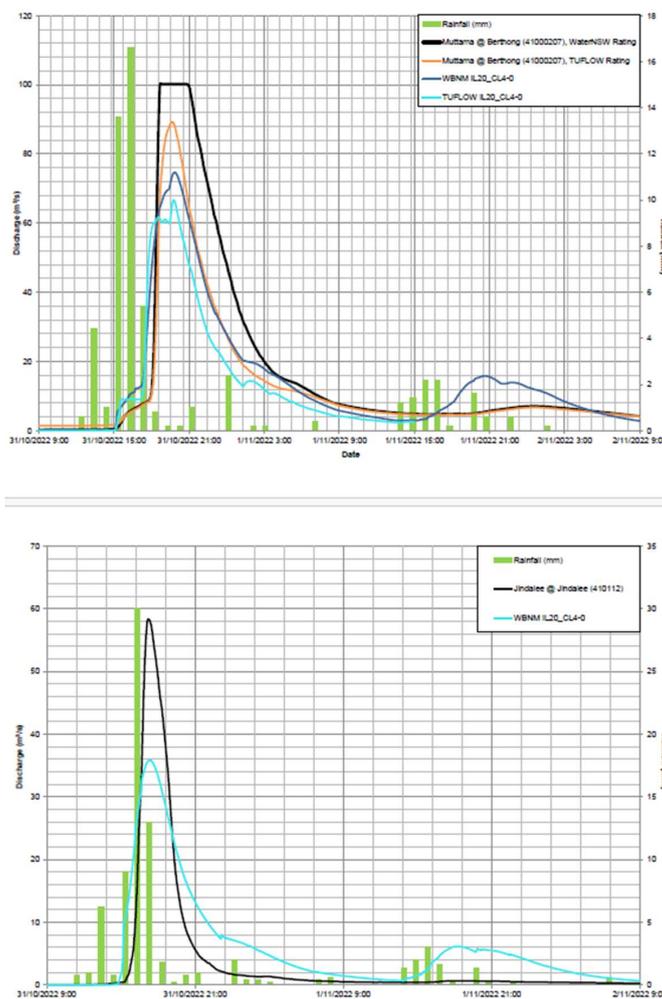


Figure 4-3 Hydrographs for the October 2022 flood event showing the time gaps between rain peaks and streamflow peaks (WMAwater, 2023)



Further to Section 4.4.1, the rainfall-based trigger provides more warning lead time value than relying on streamflow data as shown in Figure 4-3, as there is at least one hour between the peaks of rainfall and peaks of stream flow at the 2 gauges. For events less than the 5% AEP (October 2022), this warning lead time provided by the BoM flood rainfall-based flood warning would even be greater.

4.5.1 Gaps

The main problem with the BoM rainfall-based trigger is that the resultant streamflow is to a certain extent determined by catchment saturation. For example, from WMAwater (2023):

‘...The flood marks from the 2016 event were quite similar to those estimated in the 1974 flood event. Approximately 140 mm of rainfall fell during the 1974 event in comparison to less than 60 mm in the 2016 event. An analysis was undertaken in the Cootamundra Flood study which found that the period preceding 1974 event received much less rainfall (less than 100 mm of rainfall over 30 days) and was much drier compared to the 2016 event (approximately 150 mm over 30 days). For a 24-hour period of rainfall, the 2016 event was considered to be a 50% AEP while the 1974 event was considered to be 1% AEP based on design rainfall...’.

It is possible that a rainfall event of <50 mm in 6 hours in a very saturated catchment could cause flooding in Cootamundra. On the other hand, rainfall of >50mm in 6 hours may not lead to a flood in a very dry catchment (e.g. drought conditions). The arbitrary trigger if not accurate may cause distrust in the community and this was supported by a few members of the community interviewed (Section 3.2).

However, soil moisture is only one factor in determining a flash flood event. A dry catchment is not exactly at lower flood risk than a wet catchment, especially for flash flooding where the runoff tends to be precipitation excess and not only tied to soil moisture levels.

Furthermore, as shown in the October 2022 flood event, there can be considerable differences in the rainfall received and related stream responses between the Muttama Creek and Jindalee Creek catchments even though the gauges are only a few kilometres apart. According to WMAwater (2023):

‘...At Berthong Road, a total rainfall of 57mm fell between 11:10am 31/10/22 and 11:55PM 1/11/22, 74% (42.4 mm) fell in the 6 hours until 6pm on 31/10/22. The peak water level did not occur until 8:40pm indicating that additional rainfall had fallen in the upper parts of the catchment. At Jindalee, a total of 78.6 mm fell in a similar period, with 79% (62.6 mm) falling in the 6 hours until 6pm on the 31/10/22. The peak water level at Jindalee occurred at 6:10pm, 2.5 hours earlier than Berthong Road, at the same time levels at Berthong Road were over a metre below the later peak...’.

The BoM rainfall-based trigger may not pick up these nuances between these two catchments impacting on the timing of the warning and optimising flood warning lead time.

4.5.2 Improvements

A bespoke predictive flash flood alerting system should be considered for Cootamundra. The existing BoM flood warning, whilst it does provide more warning lead time than relying on streamflow data, is rudimentary (does not consider catchment saturation, differences between the 2 main catchments) and arbitrary (a flood could occur below the trigger level and not above it) and appears to be not favoured by the local community which tends to use more local observational and informal flood warning methods and relies on emergency services.

As WMAwater (2023) note:

‘...A wide range of prediction tools are available, from basic flood information systems that use real-time rainfall triggers, to complex flash flood warning systems that run real-time hydrodynamic models informed by radar rainfall estimates. Systems such as these have high computational requirements to continuously run detailed



models, high initial and ongoing costs. When determining a suitable warning system, there is therefore a need to find an appropriate balance between model complexity (and cost), length of warning time, and accuracy of prediction...’.

The national Flash Flood Advisory Resource (FLARE) is an authoritative resource created to assist agencies with flash flood warning responsibilities, such as councils and emergency services, to design, implement and manage fit-for-purpose flash flood warning systems.

FLARE is not an operational service; rather it provides access to a wealth of information that supports local organisations to develop flash flood warning systems (Figure 4-4).

Co-ordinated by the BoM, FLARE includes a website and advisory service for registered users.

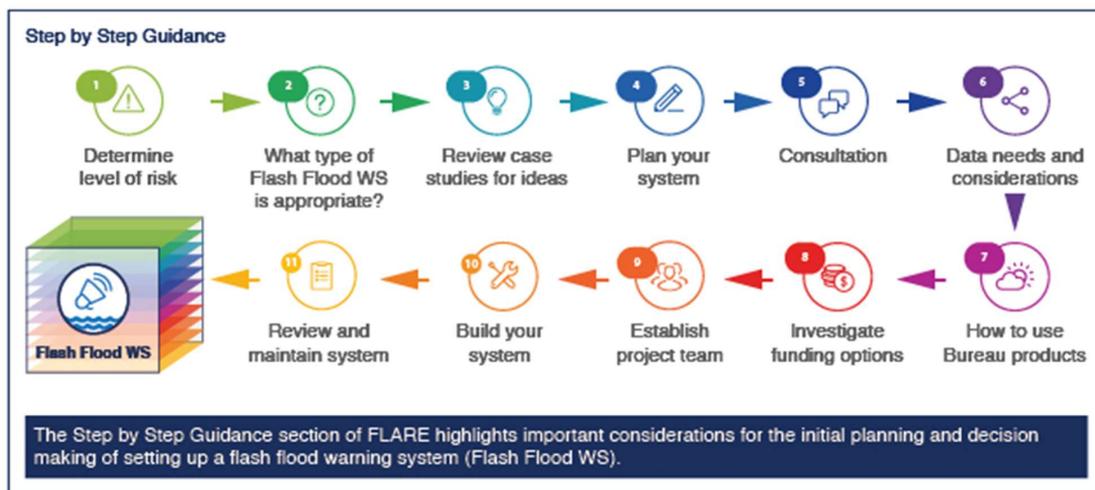


Figure 4-4 FLARE guidance for developing a flash flood warning (BoM, 2025)

The flash flood alert systems integrate meteorological and hydrological data with numerical models to provide early alerts for various types of flooding, enabling effective community and agency responses. These systems vary in complexity, cost, accuracy, and lead time depending on their design and input data sources.

- **Core components of flood systems:** Typical systems include real-time data acquisition, data management, forecasting models, workflow automation, visualization and decision support tools, alerting mechanisms, and system integration with redundancy. Costs vary widely based on system complexity and deployment choices.
- **Accuracy and lead time factors:** Prediction accuracy is primarily influenced by the quality of rainfall forecasts and observational data. Lead times differ by flood type and data availability, with river gauge-based systems offering short lead times and weather prediction-based systems providing longer but less certain warnings.
- **Types of forecasting approaches:** River gauge-based forecasting provides short lead times with high accuracy at gauge locations but limited spatial context. Rainfall-based forecasting offers medium to long lead times but depends heavily on rainfall data quality. Hydrological and hydrodynamic models range from moderate to high accuracy and costs, suitable for various urban, rural, and coastal applications.

A flash flood alerting system could have the following benefits for Cootamundra:

- Maximise flood warning lead time as it uses real-time rainfall and streamflow data.



- Provide better accuracy as it considers both soil moisture and the nuances of the contributing catchments.
- Provides direct warning messaging to local emergency services and impacted residents and vulnerable land-uses.
- Enables emergency services, Council and the community to monitor possible flooding via a website platform.

As an example, Water Technology recently developed a flash flood alerting system for certain areas in the region of Tamworth (NSW), with the following features (see also Figure 4-5):

WISER Flood Alert system:

- A customised dashboard displaying historical and real-time meteorological, hydrological and flood information in a simple, easy-to-use interface that does not require specialist expertise or experience.
- A data management system – using our WISER Water Application Programming Interface (API) as the main mechanism for data communications. This stores and/or connects to historical and real-time meteorological, hydrological and remote sensing data from various sources.
- A modelling and analysis platform that includes various open-source and commercial modelling software and analytical tools which are capable to provide real-time forecasting of flows, flood inundation and optimisation of hydraulic structures. As an example, several operational products are built on Deltares’ Delft-FEWS platform, including the Bureau of Meteorology’s HyFS and Melbourne Water’s Flood Information Decision Support System (FIDSS). Depending on the complexity of drainage characteristics of the deployment location, the components of the WISER system can be assembled or simplified to meet any specific needs.
- Early Warning: The WISER Flood Alert system can generate and disseminate timely and accurate flood warnings to inform decision makers and the public. WISER uses a color-coded alert system to indicate the level of flood risk and the recommended actions. It can communicate the warnings through various channels, such as email, SMS, web, and social media. WISER also provides interactive maps and dashboards to visualise the flood situation and the risk assessment results.

<https://haveyoursay.tamworth.nsw.gov.au/flood-early-warning-system/>

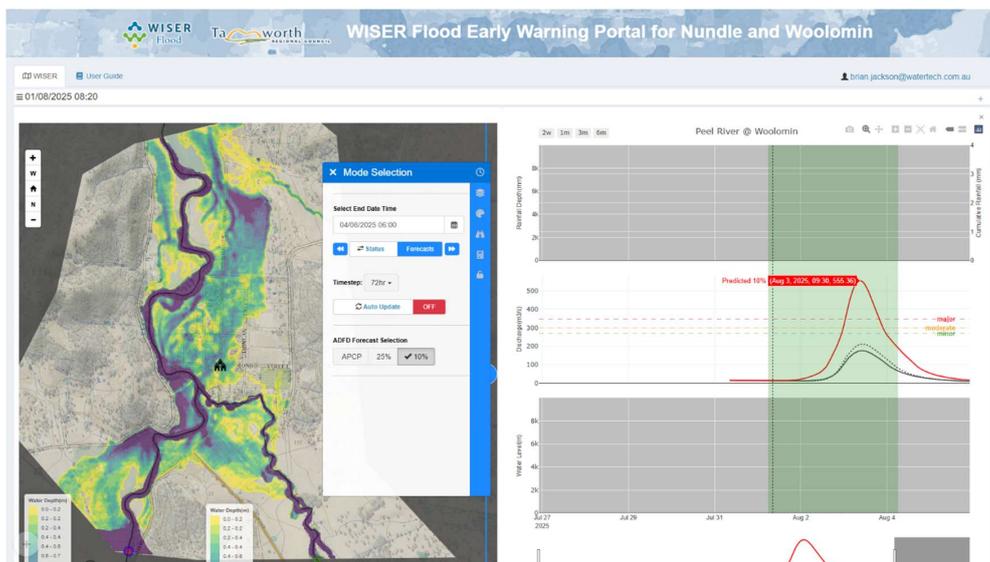


Figure 4-5 Tamworth WISER Flood Alert for the Communities of Nundle and Woolomin



Indicative costs associated with developing a bespoke flood alerting system such as WISER are in the order of magnitude of \$200K, with annual maintenance costs of up to \$20K.

Increasing fidelity of the radar coverage for BOM in the area might assist with estimating rainfall and super cells in the area.

Furthermore, NSW SES recommends an increased number of rainfall gauges being installed within the region, similar to the Latrobe Valley Information Network - <https://www.viccouncils.asn.au/newsroom/resources/case-studies/la-trobe-valley-intelligence-network>

To increase the value to Council, the network is recommended to cover a wider footprint than the current study extent for Cootamundra. This should include some of the outlying villages also impacted by flash flooding.

This could be included in a wider regional Disaster Adaptation plan to cover Harden, Young, Cootamundra and parts of Junee Shire as there would be better financial support for systems that improve warnings and resilience in wider flash flood catchments. Wallenbeen and Stockinbingal are key points of concern within the general vicinity of Cootamundra.

OFI-12:

Design and install a bespoke flash flood alerting system for Cootamundra based on FLARE guidance.

4.6 Interpretation

According to Manual 21 (Attorney-General's Department, 2009) (page 21), '...operational coordination and communication are essential between the prediction agency and the lead response agency involved in the reception and interpretation of predictions. Onsite reports provide valuable feedback to the prediction agency on the impacts of flooding and on the accuracy of the predictions. Information on forecast accuracy can be used to adjust hydrological prediction models so future forecasts can be made more accurate...'

According to Manual 21 (Attorney-General's Department, 2009) (page 36), '...when a flood prediction is received, a primary task of the response agency (usually the local council, local SES or catchment management authority) should be to link the predicted conditions to potential impacts within the local area. This will then determine and direct response and recovery operations and the messages communicated to the community. As flood effects ultimately impact on the community itself, it is worthwhile for response agencies to develop knowledge of the local conditions and potential reactions, both within the physical and social environments...'

With very little warning lead time, there is no time to set up the regional Incident Control Centre (ICC) and local emergency managers have to interpret the flood situation based on the BoM flood warning, flood study, local knowledge (e.g. 2016 and 2022 floods) and data from a range of sources e.g. local flood reference points.

4.6.1 Gaps and improvements

There were no specific gaps and improvements identified for the 'Interpretation' component of the TFWS system, noting that the preceding discussion in Section 4 is relevant to improving Interpretation.

4.7 Warning message construction

According to Manual 21 (Attorney-General's Department, 2009), '...the warning message is the critical link between flood prediction and interpretation on the one hand, and the taking of protective action on the other. It must be "user friendly", it should explain what is happening and what will happen, where and how the flood will affect the recipient of the message and what he or she can do about it. The message must come from a credible source, be informative and persuasive and be clearly understood by those receiving it. The message may be either in written form or communicated verbally...'



As noted previously, the BOM issues Severe Weather Warnings and Severe Thunderstorm Warnings, Flood Watches and Flood Warnings. NSW SES releases messages to the communities at risk as per the Australian Warning System (see Section 1.2). These warnings provide details of the likely impacts on communities and what people should do. Emergency messages could also be sent specifically to those residents in danger.

Message construction is carried out by NSW SES based on best-practice community-based research using the Australian Warning System.

Due to the little warning lead time, there may not be time to construct warning messages through official channels (e.g. Emergency Alert) rather the messaging should at least be delivered locally by phone or in person directly to those particularly in the flood hotspot areas. The recommended bespoke alerting system could provide more warning lead time to enable NSW SES to construct accurate messages for Cootamundra.

4.7.1 Gaps

A few of those community members interviewed (Section 3.4) felt that flood warning messages (e.g. BoM flood warnings, text messages) should be more tailored to the local impacts on the Cootamundra flood-affected areas including the flooding hotspots.

4.7.2 Improvements

The following improvement is recommended:

OFI-13:

Tailor flood warning messages to the local impacts on the Cootamundra flood-affected areas including the flooding hotspots.

4.8 Warning message communication

According to Manual 21 (Attorney-General's Department, 2009) (page 50), '...the best predictions, the best interpretive material and the best warning messages are of little value if they have no impact on damages or safety. Failure is guaranteed if warning messages based on flood predictions and interpretations of them are not conveyed effectively to those expected to respond. In essence, a warning which is not communicated effectively is no warning at all if it is not heard or heeded...'.

Manual 21 (Attorney-General's Department, 2009) (page 51) identifies two different types of message communication based on the target audience:

1. General warnings are disseminated ('broadcast') to whole communities or regions.
2. Specific warnings are intended for individuals or parts of communities and reflect the need for 'narrowcasting' to specific audiences who may have specific characteristics or be at different kinds of risk.

NSW SES delivers flood warning information directly to the public in addition to utilising the media. A combination of the following warning methods may be utilised:

- Mobile and fixed public address systems
- Internet - including authorised social media and the official NSW SES website.
- Two-way radio
- Social media
- Hazards Near Me app <https://www.nsw.gov.au/emergency/hazards-near-me-app>
- Emergency Alert
- Telephone/fax



- Doorknocking
- Mobile and fixed sirens
- Variable message signs
- Community notices in identified hubs
- Distribution through established community liaison networks/partnerships

Emergency Alert is a national telephony-based alert system used by emergency service agencies to send voice messages and short message service (SMS) to landline/mobile telephones in times of emergency. Where appropriate and usually in conjunction with other warning messages, Emergency Alert is used to send SMS/voice alerts to landline and mobile telephones in a specified geographic area. The short warning times associated with flash flooding precludes the use of emergency alert in that instance. The emergency alert system should be used in conjunction with the three levels of flood warning (Australian Warning System) used by NSW SES (Figure 1-1).

Some of the above methods may not have been available due to the extent of the storm front's crossing and short warning lead times, of only a few hours.

Communities are warned through a mix of those communication methods listed above. The 'bush telegraph' (talking to neighbours, friends, vulnerable people) is used in Cootamundra according to the community members interviewed (Section 3.3).

4.8.1 Gaps

There is a need to use as many methods as possible to warn at-risk people. Several of those community members interviewed received no warning messaging during the floods. A few received Emergency Alerts, although these were received when the flood was close to peaking.

Some of the recounts of lack of warning messages from the authorities in the October 2022 flood include:

No warnings were given. My neighbour warned me the flood was coming higher and faster at 9.30 pm and to get my car out. No warning or assistance was provided by any person in authority. I managed to get myself out with great difficulty, having to wade out through knee deep and waist deep water, and with the current.

No warnings, only became aware of "something wrong" about 10.45 pm when one of my cats started getting flustered at back window and when I opened back door saw 2 feet of water rushing on to my property, chaos, garbage bins floating by etc. I was last person in the area to be helped by SES, for which I am grateful, however my immediate neighbours, who had already been evacuated by SES, also had no warning till SES banged on front door about 10.30-10.45. Same story with friend in Crown Street (unaware & getting ready for bed when at about 10.30 SES banged on front door), same also for friends 100 metres away who were telephoned by family about 10.30 &, upon opening their front door, were confronted with 2-3 feet of fast flowing water about to enter their house.

Her husband was at home, totally unaware of flooding until their someone called, and he looked outside to see water which was already in the garage. Husband never got an alert.

Apparently, the mobile phone towers were down in this flood event and thus there is a need to look at alternative warning methods if this happens. This could include use of sirens, social media, flood wardens/flood observers and the alerting system recommended in section 4.5.2 which would give real-time online alerts. With some older and vulnerable people living in flood hot spots, it is critical to understand how they wish to receive flood warning messages and to use the strong community linkages e.g. friends, family, neighbours ('social



capital') to ensure their safety noting the relatively small capacity of emergency services in the town. It should be noted that the Wattle Grove retirement village was evacuated during the October 2022 event.

4.8.2 Improvements

There is a need to tailor flood warning messaging to the needs and capabilities of local at-risk residents and the 3 vulnerable land-uses (a 'bottom-up' rather than 'top-down' approach). A multi-modal warning approach is required that is not dependent on mobile phone operations.

OFI-14:

Liaise with at-risk residents and vulnerable land-uses to develop a local flood warning messaging approach for Cootamundra.

4.9 Response

Community response to warnings is a crucial component of the TFWS and ultimate indicator of success – if people do not hear and act on warnings the prior work is essentially meaningless.

Vulnerable people are of particular interest for flood warning response in Cootamundra (Section 2.3.3). Vulnerable people can include elderly people and those that require assistance for core activities (people with disabilities).

As described in section 2.2, the median age for residents in Cootamundra is well above the NSW average. Approximately 9% of the population require assistance for core activities such as walking, a rate almost twice the NSW average

On the other hand, Cootamundra has significantly higher levels of volunteerism than the NSW average indicating the strong social capital (networks, bonds) which has been found to be a major inherent resilience asset for communities. Several community members interviewed (Section 3.3) said that there was evidence of family, friends, neighbours and others in the town helping the response and recovery in the 2016 and 2022 floods.

Generally, there was a shared view from those interviewed that the response to the 2022 floods was better than in 2016. Emergency services were better coordinated and responsive, and the community learnt from the 2016 experience to improve its response including early evacuation in some cases. However, there were still warning response issues in the October 2022 event including with message communication and lack of emergency service support to some vulnerable people (Section 4.8).

According to those interviewed, there is still a high level of anxiety and possible Post Traumatic Stress Disorder (PTSD) in the town related to the flood events, particularly in October 2022. Comments included:

I am affected by PTSD when it rains. Flood damage leaves a lot to worry about long after the event, which is very stressful.

My husband gets very worried about cars, shed, furniture etc. when it rains.

Apparently, psychological support has been provided for flood impacted people although a few have not moved back into their premises some 3 years after the October 2022 flood.

The management of road crossings is another important response to flood warnings. With 11 main road crossings in town, it is important to close roads early with barriers and clear signage. There apparently were some motorists that drove around barriers, and a truck was marooned in Muttama Creek in the October 2022 flood (Figure 2-6). The management of pedestrian bridges is important as well. There are reports of people trying to cross these bridges when they are close to or are flooded. They are also magnets for sightseers



during floods that present a risk to community. Some of these bridges have been washed away or severely damaged in past floods.

4.9.1 Gaps

There is a need to continue psychological and readiness interventions in the town in addition to flood preparedness education (Section 4.3). This will help minimise flood anxiety and help coping appraisal and self-efficacy both of which are needed to help people respond themselves in future floods. All of the suggested improvements previously identified in this chapter will assist with this future psychological response to floods.

With the relatively low capacity of emergency services in the town and a flash flood situation it is important to encourage existing social networks (e.g. places of worship, clubs) to assist emergency services with response and recovery as required.

The management of road crossings and pedestrian crossings should be reviewed regularly based on improvements such as those recommended in the mitigation actions in the Cootamundra FRMS&P. Furthermore, the early closure of roads should be related to the crossing hotspots as detailed in the Cootamundra FRMS&P.

4.9.2 Improvements

The following improvements are recommended based on the gaps:

OFI-15:

Continue psychological and readiness interventions in the town in addition to flood preparedness education.

OFI-16:

Liaise with existing social networks (e.g. places of worship, clubs) in Cootamundra particularly to assist emergency services with response and recovery as required.

OFI-17:

Review the safety and management of road crossings and pedestrian crossings regularly based on improvements such as those recommended in the mitigation actions in the Cootamundra FRMS&P.

4.10 Review

According to Manual 21 (Attorney-General's Department, 2009) (page 67), '...flood warning systems need regular attention to ensure they will function as intended and to continue to improve their performance...'. The manual adds that review should be conducted both at the strategic and operational level.

4.10.1 Gaps

There was no evidence that the existing flood warning system for Cootamundra was being reviewed regularly (e.g. through a system monitoring and evaluation process).

Review of the TFWS should result in the Local Flood Plan and NSW SES Flood Intelligence Cards being updated based on learnings from the recent flood event and any new data obtained or changes to flood risk (e.g. new mitigation works) between flood events.

4.10.2 Improvements

The following improvement is recommended based on the gaps:


OFI-18:

Conduct an annual review of the flood warning system for Cootamundra.

4.11 Community participation

Manual 21 (Attorney-General's Department, 2009) (page 68) stresses, '...a key point about the review process is that all relevant agencies should be involved to ensure organisational changes can be implemented. Similarly, the process must be open to input from the flood-affected community, members of which are likely to have ideas about how warning systems and services can be more effectively implemented. The views of community members are essential to improving warning systems, and people should be actively encouraged to put forward their opinions on system performance and ways to improve it...'

An important way of attaining shared responsibility is through community participation in disaster management. There is a growing body of evidence to show that community participation is critical in the development of effective early warning systems. For example, the United Nations International Strategy for Disaster Reduction provides a checklist for developing early warning systems (ISDR, 2006). It states that '...(community) should be actively involved in all aspects of the establishment and operation of early warning systems; be aware of the hazards and potential impacts to which they are exposed; and be able to take actions to minimize the threat of loss or damage...'

Volunteers from the community form the Cootamundra NSW SES Unit and RFS Brigade which make emergency management decisions in the town.

4.11.1 Gaps

From the community consultation (Section 3.3) there generally was support for emergency services in the town, however, there was little opportunity for the community to be involved in emergency management including related to flood warning. A few people interviewed conceded that they did not understand the roles of emergency services and Council pertaining to flood warnings.

4.11.2 Improvements

In addition to opportunities for improvement recommended previously (e.g. community involvement in flood exercises), the following is recommended:

OFI-19:

Hold regular events (e.g. Open Days, field days) for the Cootamundra community to interact with emergency services and learn more about their roles and responsibilities particularly related to flood warning.

4.12 Integration of the TFWS components

Manual 21 (Attorney-General's Department, 2009) stresses the need for integration of the components of the TFWS: '...For a flood warning system to work effectively, these components must all be present, and they must be integrated rather than operating in isolation from each other. The view that any one component of the system represents all of it, or is an end in itself, impairs the system's effectiveness...'

4.12.1 Gaps

There was no evidence found (e.g. in the Local Flood Plan) that the linkages across the components of the TFWS were well understood or regularly reviewed for Cootamundra.



4.12.2 Improvements

OFI-20:

Regularly monitor the integration of all components of the flood warning system for Cootamundra.

4.13 Summary – opportunities for improvement

Table 4-1 summarises all opportunities for improvement identified for the flood warning arrangements for Cootamundra township. These opportunities for improvement will be further evaluated through the MCA process outlined in Section 5.

Table 4-1 Opportunities to improve the flood warning system for Cootamundra

TFWS Component	Opportunity for Improvement
<p>Understanding flood risk</p>	<p>Regularly engage with residents, particularly in the hot spot areas, to discuss the potential flood levels and impacts to them for all flood events up to the PMF. (OFI-1)</p> <p>Provide online flood risk maps and a non-technical explanation of how to read them on Council’s website. (OFI-2)</p>
<p>Emergency management planning</p>	<p>Update the Flood Intelligence Cards for Cootamundra and have these included in an updated Part 2 of the Cootamundra-Gundagai Regional Flood Emergency Sub-Plan. (OFI-3)</p> <p>Regularly monitor and review emergency plans for Wattle Grove Community Lifestyle retirement village, Creekside Kids Early Childhood Centre and Cootamundra Caravan Park. (OFI-4)</p> <p>Develop and maintain an internal register or map of the location of vulnerable people, particularly in the hot spot areas. (OFI-5)</p> <p>Encourage all businesses in the floodplain to have an emergency plan (including related to flood) as part of their business continuity planning. (OFI-6)</p> <p>Conduct regular emergency exercises with the flood-prone community in Cootamundra including safe response to flood warnings. (OFI-7)</p>
<p>Community flood engagement and education</p>	<p>Prepare a simple fact sheet about local flood warning and safe response for the Cootamundra community. (OFI-8)</p> <p>Construct a historical flood marker in a suitable location to educate residents and visitors about flood risks and possible levels related to local landmarks. (OFI-9)</p>
<p>Data collection</p>	<p>Design and install an extra telemetered stream gauge on Muttama Creek. (OFI-10)</p> <p>Install 3 visual reference gauges at flood hotspot locations in Cootamundra. (OFI-11)</p>
<p>Prediction</p>	<p>Design and install a bespoke flash flood alerting system for Cootamundra based on FLARE guidance. (OFI-12)</p>
<p>Interpretation</p>	<p>None – opportunities for improvement covered by some other OFIs.</p>
<p>Warning message construction</p>	<p>Tailor flood warning messages to the local impacts on the Cootamundra flood-affected areas including the flooding hotspots. (OFI-13)</p>



TFWS Component	Opportunity for Improvement
Warning message communication	Liaise with at-risk residents and vulnerable land-uses to develop a local flood warning messaging approach for Cootamundra. (OFI-14)
Response	<p>Continue psychological and readiness interventions in the town in addition to flood preparedness education. (OFI-15)</p> <p>Liaise with existing social networks (e.g. places of worship, clubs) in Cootamundra particularly to assist emergency services with response and recovery as required. (OFI-16)</p> <p>Review the safety and management of road crossings and pedestrian crossings regularly based on improvements such as those recommended in the mitigation actions in the Cootamundra FRMS&P. (OFI-17)</p>
Review	Conduct an annual review of the flood warning system for Cootamundra. (OFI-18)
Community participation	Hold regular events (e.g. Open Days, field days) for the Cootamundra community to interact with emergency services and learn more about their roles and responsibilities particularly related to flood warning. (OFI-19)
Integration of the TFWS components	Regularly monitor the integration of all components of the flood warning system for Cootamundra. (OFI-20)



5 MULTI-CRITERIA ANALYSIS

5.1 Background

A multi-criteria assessment (MCA) provides a method by which options can be assessed against a range of criteria and offers a greater breadth of assessment than is available by considering only the reduction in flood risk or economic damages, for example. Such additional criteria may include social, political and environmental considerations and intangible flood impacts that cannot be quantified or included in a Cost-Benefit Analysis (CBA). It should be noted that the assessment of the suitability of floodplain mitigation options is a complex matter, and an MCA will not give a definitive ‘right’ answer but will provide a tool to debate the relative merits of each option.

5.2 Methodology

The MCA framework was developed to test the main attributes of the potential flood warning improvement/expansion options set out in section 4.13. The development of the MCA framework was based on guidance from the Australian Government for MCAs in infrastructure projects (IAUS, 2021). For the TFWS Review process, the following 6 criteria and rating scales have been defined:

IMPROVEMENT POTENTIAL (“Societal Impact” – Infrastructure Australia, 2021)

This rates how much improvement an option could be expected to deliver to a particular community. In the case of the Total Flood Warning System review this factor is split into two separate criteria, as follows:

Criteria 1 = Increased Warning Lead Time

Criteria 2 = Increased Warning Accuracy

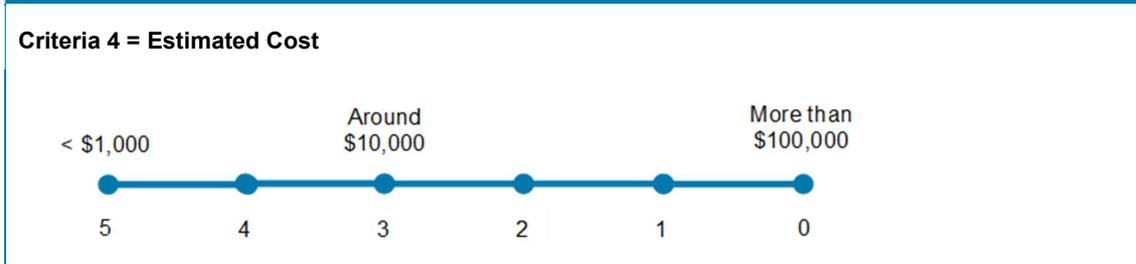
EASE OF IMPLEMENTATION (“Deliverability” – Infrastructure Australia, 2021)

This rates how simple – or complicated – it would be to implement a specific option in/for a particular community:

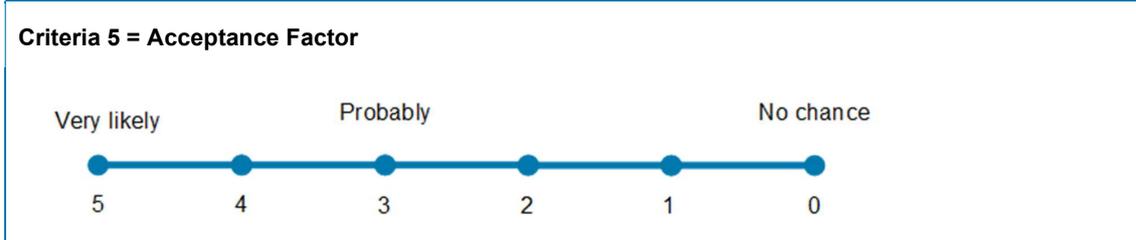
Criteria 3 = Ease of Implementation



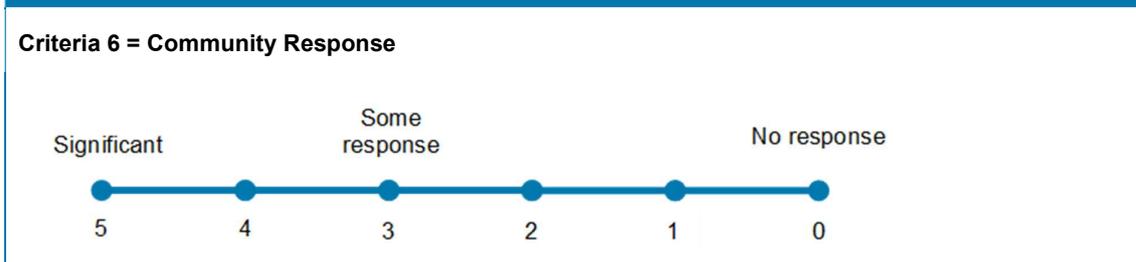
ESTIMATED COST
This rates how costly, in Australian Dollars, it would be to implement a specific option in/for a particular community:



ACCEPTANCE FACTOR
This rates how well the community is expected to accept a specific option:



COMMUNITY RESPONSE
This rates the anticipated improvement in community response to flood warnings as a result of the specific option:



5.3 Stakeholder input

Based on the analysis in this report including community and stakeholder consultation, a draft MCA was developed by Water Technology and presented to representatives of the BoM, DCCEE, NSW SES and members of the TSC in the course of October 2025. The outcomes of the MCA have been refined based on the discussions with these key stakeholders.



5.4 MCA results

Table 5-1 summarises the MCA spreadsheet analysis of all flood warning improvement/expansion options identified in chapter 4, and summarised in Section 4.13.

Table 5-1 Overall Multi-Criteria Analysis (MCA) scores of TFWS Opportunities for Improvement (OFI) – sorted by highest score.

TFWS Component	Opportunity For Improvement (OFI)	Overall MCA Score	Assessment Rationale
Prediction	Design and install a bespoke flash flood alerting system for Cootamundra based on FLARE guidance. (OFI-12)	22	Significantly increase flood warning lead time and accuracy. Improve emergency agency intelligence and community situational awareness. High cost – construction & maintenance.
Emergency Management Planning	Update the Flood Intelligence Cards for Cootamundra and have these included in an updated Part 2 of the Cootamundra-Gundagai Regional Flood Emergency Sub-Plan. (OFI-3)	18	No improvement to flood warning lead time and accuracy. Easy to implement, low cost. Use warning triggers and flood levels to target flooding hotspots and vulnerable people and landuses.
Emergency Management Planning	Regularly monitor and review emergency plans for Wattle Grove Community Lifestyle retirement village, Creekside Kids Early Childhood Centre and Cootamundra Caravan Park. (OFI-4)	18	No improvement to flood warning lead time and accuracy. Relatively easy to implement, low cost. Will help ensure that these landuses take appropriate safe actions particularly for vulnerable people.
Emergency Management Planning	Develop and maintain an internal register or map of the location of vulnerable people, particularly in the hot spot areas. (OFI-5)	18	No improvement to flood warning lead time and accuracy. Easy to implement, low cost. Will help ensure that vulnerable people are targeted by emergency services in a flood.



TFWS Component	Opportunity For Improvement (OFI)	Overall MCA Score	Assessment Rationale
Data Collection	Install 3 visual reference gauges at flood hotspot locations in Cootamundra. (OFI-11)	18	No improvement to flood warning lead time but some improvement in accuracy through situational awareness. Easy to install, medium cost.
Message Construction	Tailor flood warning messages to the local impacts on the Cootamundra flood-affected areas including the flooding hotspots. (OFI-13)	18	No improvement to flood warning lead time and accuracy. Easy to implement, low cost. Should help community understanding of possible impacts on their properties and appropriate safe actions.
Message Communication	Liaise with at-risk residents and vulnerable land-uses to develop a local flood warning messaging approach for Cootamundra. (OFI-14)	18	No improvement to flood warning lead time and accuracy. Easy to implement, low cost. Should help residents receive warnings in ways suitable to them.
Response	Liaise with existing social networks (e.g. places of worship, clubs) in Cootamundra particularly to assist emergency services with response and recovery as required. (OFI-16)	18	No improvement to flood warning lead time and accuracy. Easy to implement, low cost. Provides community support to emergency services and Council.
Understanding Flood Risk	Regularly engage with residents, particularly in the hot spot areas, to discuss the potential flood levels and impacts to them for all flood events up to the PMF. (OFI-1)	17	No improvement to flood warning lead time and accuracy. Easy to implement, low cost. Should help community understanding of possible flood risks to their properties.



TFWS Component	Opportunity For Improvement (OFI)	Overall MCA Score	Assessment Rationale
Community Flood Education	Prepare a simple fact sheet about local flood warning and safe response for the Cootamundra community. (OFI-8)	15	No improvement to flood warning lead time and accuracy. Easy to implement, low cost. Should help community understanding of possible flood risks, impacts on their properties and appropriate safe actions.
Community Flood Education	Construct a historical flood marker in a suitable location to educate residents and visitors about flood risks and possible levels related to local landmarks. (OFI-9)	15	No improvement to flood warning lead time and accuracy. Should help community and visitor understanding of possible flood risks, impacts on their properties and appropriate safe actions. Medium cost and little maintenance required.
Data Collection	Design and install an extra telemetered stream gauge on Muttama Creek. (OFI-10)	15	Slightly increase flood warning lead time and accuracy. May improve emergency agency intelligence and community situational awareness. High cost – construction & maintenance.
Review	Conduct an annual review of the flood warning system for Cootamundra. (OFI-18)	15	No improvement to flood warning lead time and accuracy. Easy to implement, low cost. Ensures flood warning system is part of review by emergency services.
TFWS Integration	Regularly monitor the integration of all components of the flood warning system for Cootamundra. (OFI-20)	15	No improvement to flood warning lead time and accuracy. Easy to implement, low cost. Ensures all aspects of the TFWS are working and linked to each other.



TFWS Component	Opportunity For Improvement (OFI)	Overall MCA Score	Assessment Rationale
Emergency Management Planning	Conduct regular emergency exercises with the flood-prone community in Cootamundra including safe response to flood warnings. (OFI-7)	14	No improvement to flood warning lead time and accuracy. Relatively easy to implement, low cost. Encourages community participation in emergency planning and is a useful practical reminder of safe flood actions particularly during dry times e.g. drought.
Emergency Management Planning	Encourage all businesses in the floodplain to have an emergency plan (including related to flood) as part of their business continuity planning. (OFI-6)	14	No improvement to flood warning lead time and accuracy. Relatively easy to implement, low cost. Will help ensure businesses are prepared for flood and now what to do if a flood is imminent.
Understanding Flood Risk	Provide online flood risk maps and a non-technical explanation of how to read them on Council's website. (OFI-2)	12	No improvement to flood warning lead time and accuracy. Relatively easy to implement, low cost. Should help community understanding of possible flood risks to their properties.
Response	Continue psychological and readiness interventions in the town in addition to flood preparedness education. (OFI-15)	12	No improvement to flood warning lead time and accuracy. Relatively easy to implement, medium cost. Should help community prepare for next flood and understand safe actions related to flood warnings.
Response	Review the safety and management of road crossings regularly based on improvements such as those recommended in the mitigation actions in the Cootamundra FRMS&P. (OFI-17)	12	No improvement to flood warning lead time and accuracy. Relatively easy to implement, low cost. Should help manage creek crossings including timely closures based on flood intelligence and warnings.



TFWS Component	Opportunity For Improvement (OFI)	Overall MCA Score	Assessment Rationale
Community Participation	Hold regular events (e.g. Open Days, field days) for the Cootamundra community to interact with emergency services and learn more about their roles and responsibilities particularly related to flood warning. (OFI-19)	12	No improvement to flood warning lead time and accuracy. Relatively easy to implement, low cost. Encourages community participation in emergency planning and is a useful practical reminder of safe flood actions particularly during dry times e.g. drought.



6 RECOMMENDED IMPROVEMENT ACTIONS

6.1 TFWS improvement configuration

The MCA scores (Table 5-1) provide an indication of the prioritisation of the opportunities for improvement identified in this report. These 20 opportunities for improvement can be further grouped and rationalised to form a preferred TFWS improvement configuration.

The scoring in the MCA (Table 5-1) shows that all opportunities for improvement appear to be viable noting that the lowest score was a reasonable 12 out of a possible maximum score of 25. Thus, all opportunities for improvement, regardless of MCA scoring, are considered in this TFWS configuration.

The rationalisation of the opportunities for improvement is based on the following groupings:

- Flood warning works (improvements that require physical construction and ongoing maintenance)
- Community education and engagement (improvements that involve education and engagement with stakeholders including residents, businesses and visitors)
- Emergency management planning (improvements to aspects of emergency agencies, Council, businesses and landuses housing potentially vulnerable people)
- Response (ways to help people to recover from previous floods and prepare for the next flood)
- TFWS review (reviewing components of the TFWS regularly and after floods).

The opportunities for improvement (from now called 'management actions') are categorised into these groupings in Table 6-1.

Table 6-1 Rationalisation of TFWS management actions for Cootamundra

Grouping	Management Action
Flood warning works	Design and install a bespoke flash flood alerting system for Cootamundra based on FLARE guidance.
	Install 3 visual reference gauges at flood hotspot locations in Cootamundra.
	Construct a historical flood marker in a suitable location to educate residents and visitors about flood risks and possible levels related to local landmarks
	Design and install an extra telemetered stream gauge on Muttama Creek.
Community education and engagement	Regularly engage with residents, particularly in the hot spot areas, to discuss the potential flood levels and impacts to them for all flood events up to the PMF.
	Liaise with at-risk residents and vulnerable land-uses to develop a local flood warning messaging approach for Cootamundra.
	Prepare a simple fact sheet about local flood warning and safe response for the Cootamundra community.
	Conduct regular emergency exercises with the flood-prone community in Cootamundra including safe response to flood warnings.
	Provide online flood risk maps and a non-technical explanation of how to read them on Council's website.



Grouping	Management Action
	Hold regular events (e.g. Open Days, field days) for the Cootamundra community to interact with emergency services and learn more about their roles and responsibilities particularly related to flood warning.
Emergency management planning	Update the Flood Intelligence Cards for Cootamundra and have these included in an updated Part 2 of the Cootamundra-Gundagai Regional Flood Emergency Sub-Plan.
	Regularly monitor and review emergency plans for Wattle Grove Community Lifestyle retirement village, Creekside Kids Early Childhood Centre and Cootamundra Caravan Park.
	Develop and maintain an internal register or map of the location of vulnerable people, particularly in the hot spot areas.
	Tailor flood warning messages to the local impacts on the Cootamundra flood-affected areas including the flooding hotspots.
	Liaise with existing social networks (e.g. places of worship, clubs) in Cootamundra particularly to assist emergency services with response and recovery as required.
	Encourage all businesses in the floodplain to have an emergency plan (including related to flood) as part of their business continuity planning.
Response	Continue psychological and readiness interventions in the town in addition to flood preparedness education.
TFWS review	Conduct an annual review of the flood warning system for Cootamundra.
	Regularly monitor the integration of all components of the flood warning system for Cootamundra.
	Review the safety and management of road crossings regularly based on improvements such as those recommended in the mitigation actions in the Cootamundra FRMS&P

6.2 FLARE flash flood warning guidance

The national Flash Flood Advisory Resource (FLARE) is an authoritative resource created to assist agencies with flash flood warning responsibilities, such as councils and emergency services, to design, implement and manage fit-for-purpose flash flood warning systems.

The BoM is currently reviewing its FLARE guidance for flash flood warning systems. However, the current guidance is highly pertinent to the flood risks at Cootamundra.

The FLARE guidance provides a sequence of steps that should be adhered to in the development of a flash flood warning system as shown in Figure 4-4.

For a high-risk scenario such as Cootamundra, the FLARE guidance recommends the following general actions (Table 6-2) which are very similar to the more specific actions recommended in this report (Table 6-1).



Table 6-2 BoM guidance for developing flash flood warning systems in high-risk locations (Bureau of Meteorology, 2016)

TFWS Component	Recommended Management Action
Monitoring and Prediction	Predictive capability based on rainfall/runoff modelling and/or other tools.
Interpretation	Utilise detailed flood studies and flood modelling/mapping to identify areas likely to be affected and understand potential flood depths and velocities and properties likely to be impacted.
Message Construction	Predefined flash flood warning messages based on Bureau warnings, observed rainfall triggers and observed river/drain level triggers respectively.
Communication	Direct and automatic dissemination of rainfall triggers to the affected community e.g. via SMS. Automatic dissemination to the affected community is recommended for Low, Medium and High Risk due to the short lead times available in flash flood situations.
Response	Very proactive community and Emergency Services response underpinned by regularly run public flood awareness and education programs. Excellent community awareness of flooding and personal actions required; many community members have personal flood plans prepared. Detailed and current Municipal Flood Emergency Plan (MFEP) or response plan exists.
Review	Review performance of the system (including each individual element) after each significant flash flood event. Regular and scheduled reviews of the readiness and maintenance of system components such as gauges, communications, public education and planning.

6.3 Flash flood alerting system

Based on the MCA scoring (Section 5-4) and consultation with the BoM and NSW SES (Section 5-3), the main recommended improvement to the flood warning system at Cootamundra is the design and installation of a flash flood alerting system based on rainfall and other data such as flood forecasting products, soil moisture and rain radars. It could involve the rainfall rates and a model for identifying possible consequences for runoff.

As discussed in Section 4.5, the flash flood alerting system could provide at least 2 hours of extra warning lead time which can be crucial for small capacity emergency services and residents some of which may be housed in the retirement village, caravan park and early childhood facility.

The flash flood alerting system can provide rainfall triggers that can give an early heads-up for NSW SES related to possible inundation at fixed points.

With the lack of warning time, it is very clear that the only option for improved warning products must be based on forecast and observed rainfall. An early heads-up warning based on forecasted rainfall could be used 24 hours ahead of the storm, and in combination with near real time alerts of rainfall (gauged and RADAR) exceeding certain rainfall depth/intensity limits. The forecast rainfall could be used to correlate with flood maps to allow a consequence-based alerting (there are several approaches to do this), but the emphasis must be on speed of delivery of the alert given the lack of warning time.

The flash flood alerting system would mean that the BoM flood warning for Cootamundra (Section 4.5) would no longer be needed. NSW SES should investigate how its flood intelligence requirements can be obtained from the rainfall consequence-based alerting that the flash flood alerting platform could provide (rather than relying on stream gauge data).



6.3.1 Examples

An example of a flash flood alerting system installed in the Tamworth district is provided in Section 4.5.2. However, there are many examples of flash flood alerting systems installed throughout Australia and the world.

The BoM promotes the rainfall-based flood alerting system developed for Wallsend, a suburb of Newcastle (NSW). This system (Figure 6-3) uses several rainfall-based triggers for warning the local council, emergency agencies and the community.

Some automated flood warning systems cover both riverine and flash flood scenarios in a LGA such as Byron Shire. JBPacific undertook new hydrology and flood modelling, risk assessments, trigger level assessments, and software development to create a new flood forecasting and warning system for the Byron region, NSW. This Flood Early Warning System included configuration to live gauges, multiple forecast rainfall, tide and soil moisture datasets, a simulation library of flood hazards, and configuration within the Guardian Incident Management System (IMS). More details at <https://jbpacific.com.au/projects/service/service-early-warning-systems/byron-bay-flood-warning-system/>

There are a range of other providers of automated flash flood alerting systems including:

- Haskoning <https://www.haskoning.com/en/services/flash-flood-forecast-and-warning>
- Everbridge <https://www.everbridge.com/products/public-warning/>
- Indicium Dynamics (Figure 6-1) <https://www.indicium.cloud/indicium-projects/flood-monitoring>

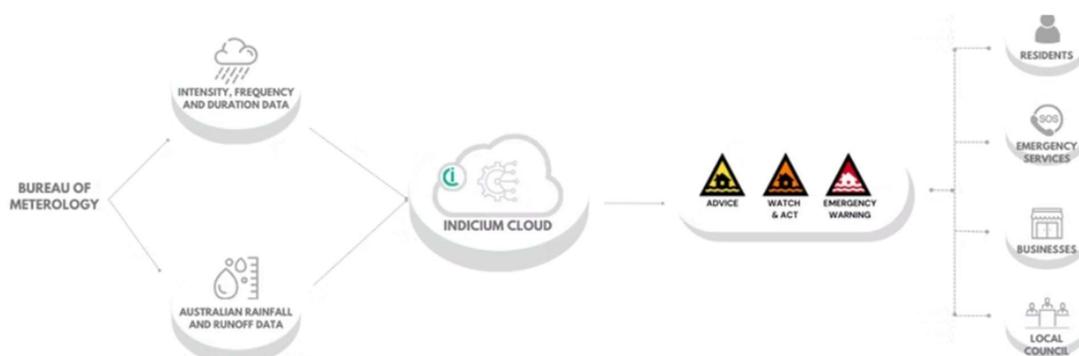


Figure 6-1 Flash Flood Alert System developed for St Marys (Tasmania)

6.3.2 Limitations

During the 2022 floods in Cootamundra, the mobile network went down and this could impact on the proposed flash flood alerting system. For Water Technology’s WISER system (Section 4.5.2), if available, the system would be set up to also use radar rainfall data and that would still work. The system would still be able to make flood forecast using that data and send those alerts out. The end user would have to have some form of internet access to see the dashboards and receive published alerts, but they could login to their dashboard from anywhere in the world, so say one of their offices has internet access then they would still get dashboard access.

However, if the in-situ field loggers like river levels and rain gauges send their telemetry via 4G for example, which many do, then that data would not get sent out from the logger and Water Technology would also not see it in its system.



Also, the flood alerting system would sacrifice some accuracy of information for flood warning lead time as forecasting models and radar data is used. As rain falls the accuracy of predicting of predicting flood impacts becomes greater and can be aligned with impacts on particular locations in Cootamundra.

The BoM stresses that redundancy with regards to data transfer from the gauges is very important. 5G/Satellite type communications often fail when you need them the most. The most reliable methods tend to be hardwired or radio (although radio often requires repeaters to be installed which is not cheap).

As radar is an important component of the flash flood alerting service, it is recommended to discuss improvements of the radar fidelity with the Bom to try to improve this service (see Section 4.5.2).

6.3.3 Costs

Indicative costs associated with designing and installing a bespoke flood alerting system such as WISER (Section 4.5.2) are in the order of magnitude of \$200K, with annual maintenance costs of up to \$20K. However, the costs differ dependent on the needs of the end users (e.g. NSW SES, BOM, local community including flood-affected businesses and residents).

In Section 4.5.2, NSW SES suggests the extension of flash flood warning service to other flash flood prone locations. This should include some of the outlying villages also impacted by flash flooding.

This could be included in a wider regional Disaster Adaptation plan to cover Harden, Young, Cootamundra and parts of Junee Shire as there would be better financial support for systems that improve warnings and resilience in wider flash flood catchments. Wallenbeen and Stockinbingal are key points of concern within the general vicinity of Cootamundra.

6.3.4 Way forward

It is suggested that NSW SES and Council meet with the BoM and potential service providers (Section 6.3.1) to discuss needs, specifications and costs for the flash flood alerting system for Cootamundra (and neighbouring flash flood locations, if that is desired).

6.4 Integration and prioritisation of management actions

The proposed flash flood alerting system will be the linchpin of the improved flash flood warning system for Cootamundra. Using the grouping of recommended management actions in Table 6-1, a schematic describing this TFWS integration is provided as Figure 6-2.

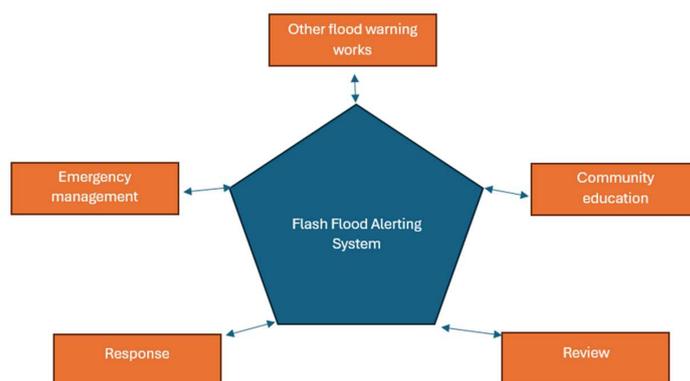


Figure 6-2 Integration of improved TFWS management actions for Cootamundra

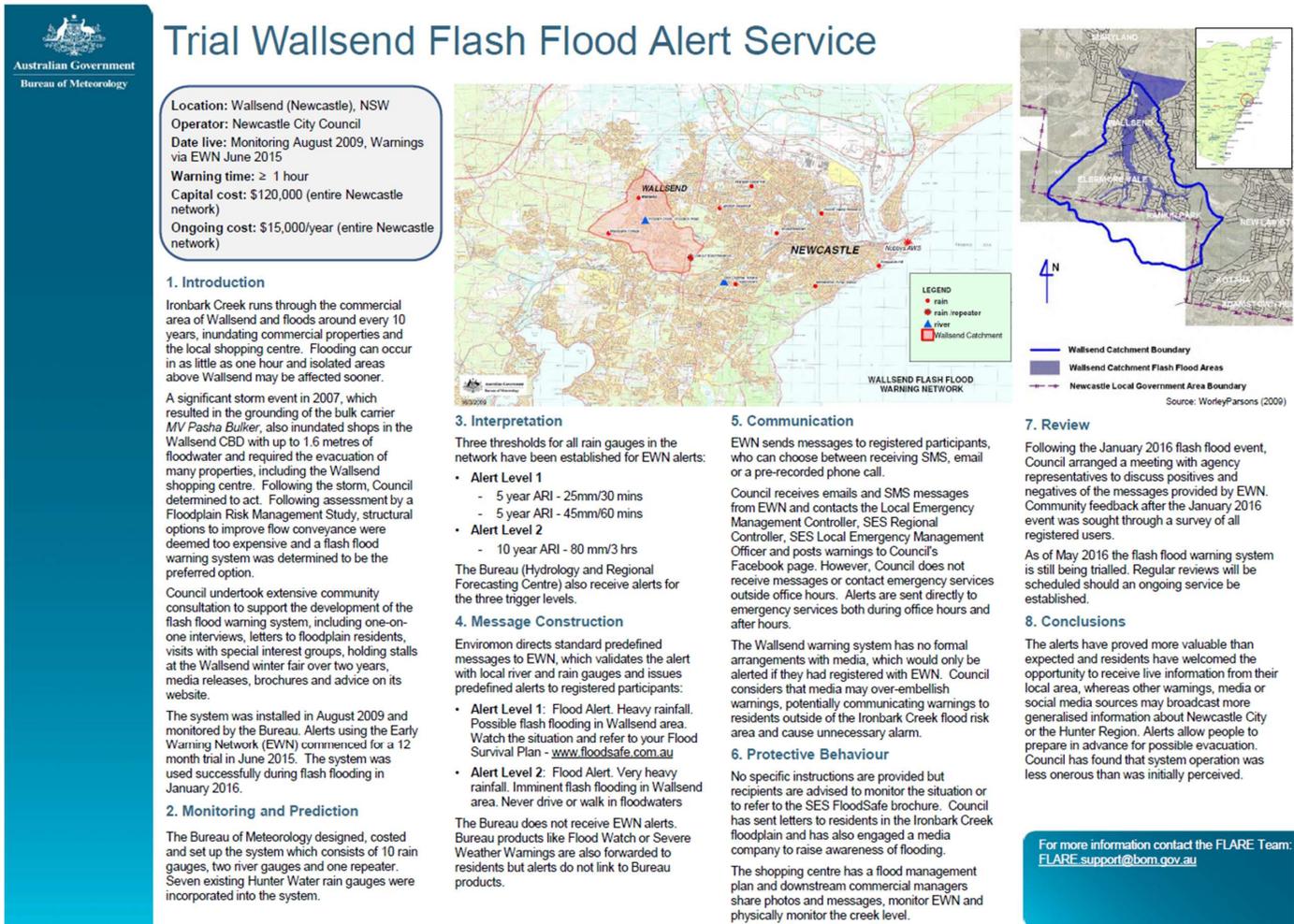


Figure 6-3 Wallsend Flash Flood Alert Service



In Table 6-3, the 20 management actions for flood warning improvement (Section 6.1) are prioritised as High, Medium and Low based on urgency and importance gleaned from the MCA scoring (Section 5.4) and TSC review (Section 5.3).

Table 6-3 Prioritisation of TFWS management actions for Cootamundra

Priority	Management Action
High (Essential)	Design and install a bespoke flash flood alerting system for Cootamundra based on FLARE guidance.
	Update the Flood Intelligence Cards for Cootamundra and have these included in an updated Part 2 of the Cootamundra-Gundagai Regional Flood Emergency Sub-Plan.
	Liaise with at-risk residents and vulnerable land-uses to develop a local flood warning messaging approach for Cootamundra.
	Regularly monitor and review emergency plans for Wattle Grove Community Lifestyle retirement village, Creekside Kids Early Childhood Centre and Cootamundra Caravan Park.
	Tailor flood warning messages to the local impacts on the Cootamundra flood-affected areas including the flooding hotspots.
	Encourage all businesses in the floodplain to have an emergency plan (including related to flood) as part of their business continuity planning.
	Develop and maintain an internal register or map of the location of vulnerable people, particularly in the hot spot areas.
Medium	Regularly engage with residents, particularly in the hot spot areas, to discuss the potential flood levels and impacts to them for all flood events up to the PMF.
	Install 3 visual reference gauges at flood hotspot locations in Cootamundra.
	Continue psychological and readiness interventions in the town in addition to flood preparedness education.
	Construct a historical flood marker in a suitable location to educate residents and visitors about flood risks and possible levels related to local landmarks
	Prepare a simple fact sheet about local flood warning and safe response for the Cootamundra community.
	Conduct regular emergency exercises with the flood-prone community in Cootamundra including safe response to flood warnings.
	Provide online flood risk maps and a non-technical explanation of how to read them on Council's website.
Low	Hold regular events (e.g. Open Days, field days) for the Cootamundra community to interact with emergency services and learn more about their roles and responsibilities particularly related to flood warning.
	Design and install an extra telemetered stream gauge on Muttama Creek.
	Conduct an annual review of the flood warning system for Cootamundra.
	Regularly monitor the integration of all components of the flood warning system for Cootamundra.



Priority	Management Action
	Review the safety and management of road crossings regularly based on improvements such as those recommended in the mitigation actions in the Cootamundra FRMS&P
	Liaise with existing social networks (e.g. places of worship, clubs) in Cootamundra particularly to assist emergency services with response and recovery as required.

6.5 Implementation Action Plan

Using the prioritisation of the 20 management actions in Table 6-3, the following is provided in an Implementation Action Plan as Table 6-4:

- Recommendations of specific actions to implement a fit for purpose TFWS tailored to the Cootamundra community.
- Identification of roles and responsibilities for each recommended action.
- Identification of estimated costings for each recommended action.
- Clear prioritisation of each recommended action set out as a scalable TFWS.



Table 6-4 Recommended flood warning improvement/expansion actions

Priority	Management Action	Estimated cost	Responsibility	Timeframe
High (Essential)	Design and install a bespoke flash flood alerting system for Cootamundra based on FLARE guidance.	* Const=\$200K Main= \$20K/year	Council, NSW SES, BoM	2027-28
	Update the Flood Intelligence Cards for Cootamundra and have these included in an updated Part 2 of the Cootamundra-Gundagai Regional Flood Emergency Sub-Plan.	In-kind	NSW SES	2026
	Liaise with at-risk residents and vulnerable land-uses to develop a local flood warning messaging approach for Cootamundra.	In-kind	NSW SES	2026-27
	Regularly monitor and review emergency plans for Wattle Grove Community Lifestyle retirement village, Creekside Kids Early Childhood Centre and Cootamundra Caravan Park.	In-kind	NSW SES	Ongoing
	Tailor flood warning messages to the local impacts on the Cootamundra flood-affected areas including the flooding hotspots.	In-kind	NSW SES	2026-27
	Encourage all businesses in the floodplain to have an emergency plan (including related to flood) as part of their business continuity planning.	In-kind	NSW SES	Ongoing
	Develop and maintain an internal register or map of the location of vulnerable people, particularly in the hot spot areas.	In-kind	NSW SES	Ongoing
Medium	Regularly engage with residents, particularly in the hot spot areas, to discuss the potential flood levels and impacts to them for all flood events up to the PMF.	In-kind	NSW SES	Ongoing
	Install 3 visual reference gauges at flood hotspot locations in Cootamundra.	* Const=30K	Council	2027
	Continue psychological and readiness interventions in the town in addition to flood preparedness education.	In-kind	NSW Health	2026-27
	Construct a historical flood marker in a suitable location to educate residents and visitors about flood risks and possible levels related to local landmarks	*Const=\$50K	Council, NSW SES	2028



Priority	Management Action	Estimated cost	Responsibility	Timeframe
	Prepare a simple fact sheet about local flood warning and safe response for the Cootamundra community.	In-kind	NSW SES	2027
	Conduct regular emergency exercises with the flood-prone community in Cootamundra including safe response to flood warnings.	In-kind	NSW SES	Ongoing
	Provide online flood risk maps and a non-technical explanation of how to read them on Council's website.	In-kind	Council, NSW SES	2026
Low	Hold regular events (e.g. Open Days, field days) for the Cootamundra community to interact with emergency services and learn more about their roles and responsibilities particularly related to flood warning.	In-kind	NSW SES	Ongoing
	Design and install an extra telemetered stream gauge on Muttama Creek.	* Const=\$50K Main= \$10K/year	Council, NSW SES, BoM	2027-28
	Conduct an annual review of the flood warning system for Cootamundra.	In-kind	NSW SES, Council	Ongoing
	Regularly monitor the integration of all components of the flood warning system for Cootamundra.	In-kind	NSW SES, Council	Ongoing
	Review the safety and management of road crossings regularly based on improvements such as those recommended in the mitigation actions in the Cootamundra FRMS&P	In-kind	Council, NSW SES	Ongoing
	Liaise with existing social networks (e.g. places of worship, clubs) in Cootamundra particularly to assist emergency services with response and recovery as required.	In-kind	NSW SES	Ongoing

*denotes estimate only and further detailed costing required based on specifications



7 GLOSSARY OF TERMS

Term	Description
Annual Exceedance Probability (AEP)	The chance of a flood of a given or larger size occurring in any one year, usually expressed as a percentage. Eg, if a peak flood discharge of 500 m ³ /s has an AEP of 5%, it means that there is a 5% chance (that is a one-in-20 chance) of a 500 m ³ /s or larger events occurring in any one year (see ARI).
Australian Height Datum (AHD)	A common national surface level datum approximately corresponding to sea level.
Average Annual Damage (AAD)	Depending on its size (or severity), each flood will cause a different amount of flood damage to a flood prone area. AAD is the average damage per year that could occur in a nominated development situation from flooding over a very long period of time.
Average Recurrence Interval (ARI)	The long-term average number of years between the occurrence of a flood as big as or larger than the selected event. For example, floods with a discharge as great as or greater than the 20 year ARI flood event will occur once every 20 years. ARI is another way of expressing the likelihood of occurrence of a flood event.
Effective warning time	The time available after receiving advice of an impending flood and before the floodwaters prevent appropriate flood response actions being undertaken. The effective warning time is typically used to move farm equipment, move stock, raise furniture, evacuate people and transport their possessions.
Floodplain	Area of land which is subject to inundation by floods up to and including the probable maximum flood event, that is, flood prone land.
Flood prone land	Land susceptible to flooding by the probably maximum flood. Flood prone land is synonymous with flood liable land.
Flood risk	Potential danger to personal safety and potential damage to property resulting from flooding. The degree of risk varies with circumstances across the full range of floods.
Hazard	A source of potential harm or a situation with a potential to cause loss. In relation to this report, the hazard is flooding which has the potential to cause damage to the community.
Probable Maximum Flood (PMF)	The PMF is the largest flood that could conceivably occur at a particular location, usually estimated from probably maximum precipitation, and where applicable, snow melt, couple with the worst flood producing catchment conditions. Generally, it is not physically or economically possible to provide complete protection against this event. The PMF defines the extent of flood prone land, that is, the floodplain. The extent, nature and potential consequences of flooding associated with a range of events rarer than the flood used for designing mitigation works and controlling development, up to and including the PMF event should be addressed in a floodplain risk management study.
Probability	A statistical measure of the expected chance of flooding (see AEP).



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7.6 ENGINEERING GUNDAGAI

7.6.1 GUNDAGAI ENGINEERING REPORT - FEBRUARY 2026

DOCUMENT NUMBER	461771
REPORTING OFFICER	Thomas Hogg, Acting Manager Engineering Gundagai
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 Gundagai Engineering Report for the month of February 2026 be noted.

Introduction

The Gundagai Engineering Report for the month of February 2026 is submitted for the information of Council and the community.

Discussion

Road Maintenance

Council staff are continuing to complete flood damage repairs on Darbalara Road. Preparations are also underway for replacement of the causeway on Deltroit Road. Maintenance grading is being carried out on Yabtree Road.

In addition to scheduled routine maintenance works, staff have completed installation of the oversize stop signs and line marking on West Street. A refresh of the line marking within Sheridan Street has also been carried out.

Water and Sewer

Council continues to complete routine maintenance and upgrades throughout the water and sewer network. Staff response to service requests to clear sewer blockages, repair leaking or burst water mains, and installation of new water and sewer service connections ensure consistent levels of service delivery to the community.

Council is progressing options analysis for the upgrade of the Williams Street Sewer Pump Station. Options analysis includes ensuring the location for the new pump station is optimised for current demand and expected future growth of the area.

Council staff have finalised quarterly water meter reading within the Gundagai township. Quotations are currently being sought for commercial divers to undertake routine cleaning of Council’s drinking water tanks and reservoirs throughout Gundagai. This will ensure that any sediment build-up is removed before it can enter the reticulation system. It is expected that diving operations will take place in April or May 2026, pending contractor availability.

Capital Works

The upgrade of the intersection of Cross and Eagle Streets has progressed to design stage. The upgrade will better facilitate access for heavy vehicles through the intersection. An engineering contractor has been engaged to undertake survey and design of these works.

National Heavy Vehicle Regulator

Council has received 60 applications and reviewed a total of 63 Access Permit Applications for the LGA during February 2026.

Applications Received	Pre-Approvals	Approved with Conditions	Refusals	Closed
60	0	57	2	4

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). Applications are assessed in accordance with Council resolution.

Financial

Projects funded from various funding sources are as noted above and align with the adopted 2025/2026 budget.

OLG 23a Guideline consideration

OLG 23a Guidelines have been reviewed and the work outlined in this report does not conflict with the guidelines.

7.7 REGIONAL SERVICES GUNDAGAI

7.7.1 GUNDAGAI REGIONAL SERVICES REPORT - FEBRUARY 2026

DOCUMENT NUMBER	463202
REPORTING OFFICER	Greg Ewings, Acting Manager Regional Services Gundagai
AUTHORISING OFFICER	Trevor Dando, Acting Deputy General Manager Operations
RELEVANCE TO COMMUNITY STRATEGIC PLAN	1. A vibrant, safe, and inclusive community 1.2 A welcoming community that cares for and looks after each other
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 Gundagai Regional Services report for the month of February 2026 be noted.

Introduction

This report provides a summary of the projects, works, and operational activities undertaken by the Regional Services Division during the February reporting period. It outlines completed works, progress on current and ongoing projects, and highlights routine maintenance and service delivery undertaken across the Gundagai region. The report is intended to inform Council of operational outcomes and the continued delivery of infrastructure, public amenities, and essential community services.

1. Regional Services – Parks, Reserves, Sporting Fields, Playgrounds and Projects

Key Achievements for the Month

The following works and activities were undertaken during the reporting period:

- General maintenance of parks, reserves, sporting fields, and playgrounds.
- Watering and routine maintenance of sporting fields.
- Fire mitigation works are undertaken in designated areas.
- Cleaning and maintenance of transfer stations.
- Maintenance works completed at the Saleyards.

- Weeding and replanting within landscaped areas.
- Irrigation maintenance and repairs.
- Line marking of park areas for local markets.
- Replacement of stolen fittings at public toilet facilities.
- During heavy winds on Wednesday 11/3/26 a large limb that had been identified as an issue requiring removal has come down causing damage to a building at Anzac Park. This area had previously been cordoned off with an exclusion zone around the tree whilst measures were taken to undertake the work required.

2. Gundagai Memorial Swimming Pool

- The 2025–2026 swimming season at the Gundagai Memorial Swimming Pool has concluded, marking a successful season with strong community engagement and no major operational issues. Routine maintenance and operational activities were undertaken throughout the season to ensure the facility remained safe, accessible, and well-presented for patrons.
- Replacement shade sails, damaged during a recent storm, have not yet been reinstalled due to delays with the appointed contractor. Council staff continue to liaise with the contractor, and installation will proceed once materials are available and scheduling confirmed.
- Council staff facilitated a tender meeting on 26 February with prospective applicants for the operation and maintenance of the pool for the coming three years. The tender closes on 5 March and a report will be prepared for the March Ordinary meeting.

3. Cemeteries

Cemetery activities during the reporting period included routine maintenance, operational duties, and community engagement:

- General cemetery maintenance was conducted to ensure grounds remain safe, accessible, and well-presented. This included pathways, infrastructure inspections, and site monitoring.
- Two interments were conducted across Gundagai cemeteries during the period, in accordance with Council operational procedures.
- Two Pre-Need contracts were accepted, reflecting ongoing community engagement and planning for future burial arrangements.
- Routine lawn care, weeding, and general grounds maintenance were carried out across all cemetery sites to maintain standards and ensure respectful upkeep.

4. Biosecurity

Biosecurity activities during the reporting period focused on compliance monitoring, stakeholder engagement, and community education regarding weed management:

- Post-inspection reports were prepared and disseminated to landholders, providing information on identified weed species, recommended control measures, and required follow-up actions.
- Council met with a member of the Forestry Corporation weed control team regarding Black Andrew Road, Adjungbilly, to discuss coordinated weed management across adjoining land tenures.
- A media release was issued concerning Prairie Ground Cherry, aiming to raise community awareness, encourage early reporting, and provide guidance on appropriate control measures.

Inspection Type	Completed	Target	Status
Private Property Inspections	66	60	Exceeded
Travelling Stock Route Inspections	12	10	Exceeded
High-Risk Site Inspections	7	16	In Progress
Roadside Inspections	541.40 km	825 km	In Progress
Council-Managed Land Inspections	28	33	In Progress
Public/State Land Inspections	9	7	Exceeded
Named Standing Water Body Inspections	1	2	In Progress

5. Gundagai Public & Council Facilities income

Gundagai RV Park Income February 2026

- 01/02/26 – 28/02/26 - Total Income \$483.50

Gundagai Landfill Income February 2026

- 01/02/26 – 28/02/26 - General Income \$3365.73

Gundagai Standpipe Income February 2026

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
2025	November	\$5,232.65	16	\$2,352.76
2025	December	\$6,384.75	17	\$3,083.95
2026	January	\$11,743.19	17	\$1,914.33
2026	February	\$26,650.59	17	\$2794.07
25/26	Totals	\$58,599.22	114	

Gundagai Saleyards Truck Wash January 2026

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
2025	November	\$3,976.71	32	\$3,710.83
2025	December	\$3,170.29	26	\$3,645.21
2026	January	\$3,908.68	28	\$3,260.07
2026	February	\$2,455.41	28	\$3,486.04
25/26	Totals	\$29,400.37	236	

6. Compliance

Council continues to ensure compliance with the Companion Animals Act 1998 and the Local Government (General) Regulation 2021 – Reg 217(1)(f). Activities focus on monitoring, enforcement, and community education to promote responsible pet ownership and public safety.

Companion Animals – Key Activities

- Council responded to a reported dog attack on a South Gundagai property, where multiple stock animals were injured. Officers conducted a thorough investigation and provided follow-up advice and risk mitigation measures to the property owner in line with legislative requirements.
- The cat trapping program in the Francis Avenue area continues as part of Council's feral animal management strategy. Resident education remains a priority, with information provided on responsible cat ownership, reporting procedures, and strategies to reduce the impact of feral cats on local wildlife.

This report demonstrates the breadth of Regional Services activities undertaken in February 2026, highlighting Council's ongoing commitment to public amenity, safety, and community service delivery.

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.

7.8 REGIONAL SERVICES COOTAMUNDRA

7.8.1 COOTAMUNDRA REGIONAL SERVICES REPORT - FEBRUARY 2026

DOCUMENT NUMBER	461227
REPORTING OFFICER	Steven Lowe, Acting Manager Regional Services Cootamundra
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 February Report be noted.

Introduction

This report has been prepared to inform Council of the activities undertaken by the Regional Services – Cootamundra department over the month of February 2026.

Discussion

Parks & Gardens

Parks and Gardens staff have been undertaking general seasonal duties to start autumn with plenty of mowing, whipper snipping/edging, spraying and pruning of all parks and gardens areas plus keeping plants and turf in good condition through irrigation. Rain has helped out our parks and gardens throughout late February, although storms led to additional tasks such as clearing fallen limbs and general washouts of assets.

General customer requests have been attended to amongst the large workload of the parks staff. Minor tree requests, line of sight pruning, and complaints are being completed as work flow allows.

Cootamundra held the annual Beach Volleyball Carnival on from 13-15 February. The parks and gardens team supplied 35 large event bins, pruned trees to allow access for grandstand seating and heavy plant to work in the area.

Parks staff are continuing to line mark and maintain sporting surfaces for summer sports that coming to a close along with general turf care, troubleshooting and fixing irrigation as required. Work has commenced to extend the paved footpath to join into the layback at the Rotary Peace Pavilion within Albert park. This work is being undertaken by a local contractor and will be completed once the pavers have arrived.

Saleyards / Truck Wash

The truck wash recorded 139 transactions for the month, generating a total of \$9,570.55 in income.

Cemeteries

There were four burials at the Cootamundra Lawn Cemetery in February. One plaque was removed for refurbishment.

Regulatory Services

Total Companion Animal registration fees collected for February was \$972.

Eight animals were impounded for the month; four cats and four dogs. One dog was released to its owner and two cats were euthanised. The three remaining dogs are available for adoption, and the two cats are still within their holding period.

One vehicle was impounded under the Public Spaces (Unattended Property) Act during February.

Biosecurity

Biosecurity activity carried out under the Weeds Action Plan (WAP) schedule are as follows:-

<u>Activity</u>	<u>Location</u>	<u>Qty</u>
Regional Inspection Program - Inspection of High-Risk Pathways (roadsides)	Old Gundagai Rd	2 inspections
	Ryans Lane	1 inspection
	Berthong Rd	2 inspection
	Burley Griffin Way	2 inspection
	North Jindalee Rd	1 inspection
	West Jindalee Rd	1 inspection
	Jugiong Rd	2 inspection
	Old Cootamundra Rd	1 inspection
	Dudauman Rd	1 inspection
	Back Brawlin Rd	1 inspection
	Kilrush Rd	1 inspection
	Brawlin Rd	1 inspection
Travelling Stock Reserves	Cowcumbla Tank Reserve	1 inspection
Inspect Council owned and Managed Lands	Cootamundra Aerodrome	1 inspection
	Cootamundra Showground	1 inspection
	Caravan Park	1 inspection

<u>Activity</u>	<u>Location</u>	<u>Qty</u>
	Jubilee Park	1 inspection
	Clarke Oval	1 inspection
	Fisher Park	1 inspection
	Nicholson Park	1 inspection
	Bradman Oval	1 inspection
	Harold Conkey Park	1 inspection
	Mitchell Park	1 inspection
	Bassingthwaite Park	1 inspection
	Stockinbingal Railway Park Inspection	1 inspection
Waterways Inspections	Muttama Creek	3 Inspections
	Cootamundry Creek	1 Inspection
<u>Activity</u>	<u>Location</u>	<u>Weed</u>
Side spray local roads	Berthong Rd	Fleabane
Spraying	Cootamundra Tip	African Boxthorn
	Bradman St Depot	Fleabane, multiple grasses and Morning Glory
	Sewer Treatment Plant	Fleabane predominantly (treatment plant operator completed)
	Cootamundra laneways	Fleabane, catheads, general grasses (assistance from Parks)

Roadside spraying along Stockinbingal Road, Muttama Road, Jugiong Road and Old Gundagai Road is planned throughout March. Cootamundra Cemetery, Cootamundra Showground and Stockinbingal Railway Park will also be sprayed as part of the WAP schedule.

Waste Services

The secondhand tip shop processed 80 transactions for February with a total of \$664.21 in income. During this time staff have diverted 700kg of waste from the landfill into the shop to be repurposed.

A total of 2.5 tonnes of recycled crushed concrete was sold this month and a total of 55 tonnes of compost soil. The crushed concrete pile has now been depleted. A contractor has been engaged to undertake the crushing process for the current 6,460 tonnes of stockpiled concrete, bricks and pavers starting in mid-March.

The scrap metal collections have been completed.

Facilities

Council staff have lifted the pavers that run along the Bradman Cottage memorabilia building and have installed a barrier to stop water and sand from sitting hard up against the building which was causing the weatherboards to rot. The ground was levelled off and the pavers have been reset. Staff are working on moving the antique scales from against the building so they can complete the job. The painter has indicated he will carry out painting of the external building in Autumn.

Repairs were made to the men’s bathroom at Cootamundra Caravan Park. Several wall tiles had to be replaced to make the area safe and functional.

Staff have carried out maintenance on Bradman Cottage and Coota West Railway Station in order to preserve these heritage buildings.

The library toilet door had to be repaired after the door was not closing and locking correctly.

The Cootamundra EV charging station’s data for February is shown below:-

	Chargers installed		Charging sessions
	0		13
	kWh charged		Revenue
	278.903		\$83.68
	Petrol offset (L)		Carbon offset (kg)
	149.31		66.01

Capital Works Projects

The designated flood evacuation centre at the Cootamundra Showground luncheon pavilion is being renovated as part of the NSW Severe Weather and Flood Funding projects. The work being undertaken will involve new flooring, kitchen benches and cabinetry, heating and cooling, upgraded toilets, new seating and additional lighting.

Cootamundra has been identified as an EV charging blackspot and marked as an eligible zone under the Round 4 EV Fast Charging grant program. Cootamundra-Gundagai Regional Council, in conjunction with the Cootamundra Ex-Servicemen's and Citizen's Memorial Club, have completed an EOI for the Round 4 EV Fast Charging Grant to be a protentional location to host charge point operators (CPO) to install three fast charging stations. The proposed location is within the existing RSL car park. This area is well lit at night and is close to cafes, restaurants, public amenities, playgrounds.

CPO’s can now make contact with Council and the Ex-Services Club to determine whether they wish to proceed with installation of fast charging infrastructure. If successful, the charging business will

receive co-funding to install, own and operate the infrastructure. The site host will receive revenue in the form of a lease fee for use of the parking bays, as well as the intangible benefits of attracting visitors to the town. The grant is for DC fast charging (150kW+) in a minimum of three parking bays at each site. Visitors will typically be charging for around 15-60 minutes. Any power upgrade costs to the site would be covered by the CPO.

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.

8 MOTION OF WHICH NOTICE HAS BEEN GIVEN

Nil

9 QUESTIONS WITH NOTICE

9.1 QUESTION WITH NOTICE - CR WIGHT - USAGE OF OLD COOTAMUNDRA HOSPITAL

DOCUMENT NUMBER	463386
REPORTING OFFICER	Roger Bailey, Interim General Manager
AUTHORISING OFFICER	Roger Bailey, Interim General Manager

RECOMMENDATION

The response to the Question with Notice on the usage of the old Cootamundra Hospital, be noted.

QUESTIONS WITH NOTICE

The following ‘question with notice’ from Councillor Wight has been received with the response from a Council officer provided respectively:

Cr Ros Wight – The role of the Council concerning the old Cootamundra Hospital. Council staff went to great lengths to clear out documents and rubbish left behind in the Cootamundra Hospital. Can you please inform the residents of how the Hospital will be utilised in the future?

Response from Council Officer – Council staff have for some months been attempting to contact NSW Crown Lands to obtain advice regarding the process for potentially returning management of the former Cootamundra Hospital site.

At the same time, some Council departments are considering whether there may be opportunities to utilise the building should Council continue to manage the site. Any potential future use would require the preparation of an appropriate business case to assess feasibility, costs and potential benefits.

At this stage, no decision has been made regarding the future use or management of the building. Council will provide a report to Council once further advice is received from Crown Lands and any potential options for the site have been properly considered.

9.2 QUESTION WITH NOTICE - CR WIGHT - TRAVELLING STOCK PERMITS

DOCUMENT NUMBER	463391
REPORTING OFFICER	Roger Bailey, Interim General Manager
AUTHORISING OFFICER	Roger Bailey, Interim General Manager

RECOMMENDATION

The response to the Question with Notice on Travelling Stock Permits, be noted.

QUESTIONS WITH NOTICE

The following ‘question with notice’ from Councillor Wight has been received with the response from a Council officer provided respectively:

Cr Ros Wight – The Local Land Service is tightening up their regulations regarding Travelling Stock Permits. Can we arrange a discussion about Councils role concerning this procedure because it is primarily the Council who determines the timing, the location etc of when or where these permits will be granted.?

Response from Council Officer – It is the applicant who initially identifies the requested timing and location when completing the application form.

Residents are required to first apply to Council for consent before submitting a Travelling Stock Permit application to the relevant authority, Local Land Services (LLS), for approval.

Council receives the application and undertakes an assessment to determine whether the proposed grazing location is appropriate. This assessment considers a number of factors, including road safety (such as sight distances), potential conflicts with scheduled roadworks or maintenance activities, and environmental constraints. Environmental considerations include areas of high conservation value or locations identified for priority weed management, including areas marked with red guideposts indicating the presence of noxious or priority weeds.

While LLS is responsible for issuing the formal Travelling Stock Permit, Council’s consent is required in relation to the use of the road reserve. Council therefore plays an important role in ensuring the proposed activity does not create safety, operational or environmental issues.

If Council provides consent, the application is then forwarded to LLS for their consideration. LLS subsequently issues the formal permit to the applicant. Council does not routinely receive a copy of the permit issued by LLS.

Up until recently Council has been issuing permits for periods of up to twelve months, but LLS will grant permits for limit of one month lonely. Shorter permit durations would provide Council with greater flexibility to manage roadside activities such as roadworks, maintenance programs, and roadside spraying, while still allowing landholders reasonable access to roadside grazing where appropriate.

Staff Recommendation

That Council

- 1. Provide Travelling Stock Permits for a maximum of three months**
- 2. Include a clause that the permit may be revoked should conditions change, including for planned or unplanned works**

9.3 QUESTION WITH NOTICE - CR WIGHT - REQUEST FOR LIST OF COUNCIL'S LAND ASSETS, AND DISCUSSION

DOCUMENT NUMBER	463515
REPORTING OFFICER	Roger Bailey, Interim General Manager
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
ATTACHMENTS	Nil

RECOMMENDATION

The response to the Question with Notice on Request for list of Council’s Land Assets, and discussion, be noted.

QUESTIONS WITH NOTICE

The following ‘questions with notice’ from Councillors have been received with the responses from Council officers provided respectively:

Cr Ros Wight – Councillor Kelly made a good suggestion regarding the sale of Council owned property. He said could we have a list of these assets. So could we have a list and discuss the sale of etc?

Response from Council Officer - Council’s Ability to Sell Land.

Background

Local councils in New South Wales manage and dispose of land in accordance with the Local Government Act 1993 (NSW) and associated regulations. Where Council-owned land is classified as community land, it must be managed in accordance with an adopted Plan of Management (PoM).

The Plan of Management establishes how the land is to be used, managed, and protected, and sets the framework for activities that may occur on that land.

Community Land

Land classified as community land cannot be sold while it retains that classification.

Before community land can be sold, Council must first:

- Reclassify the land from community land to operational land; and
- Follow the statutory process required under the Act.

Reclassification generally requires:

- an amendment to the relevant Plan of Management, and
- in many cases, completion of the Local Environmental Plan (LEP) planning proposal process, including community consultation.

Only after land has been lawfully reclassified as operational land may Council consider its disposal.

Operational Land

Land classified as operational land may be sold by Council, subject to compliance with legislative requirements.

Role of the Plan of Management

The Plan of Management is central to the management of community land. It:

- sets the objectives for the land's use
- outlines permitted activities and developments
- ensures the land is managed in accordance with community expectations and legislative requirements.

While a Plan of Management guides how the land is used and managed, it does not itself authorise the sale of community land. Any proposal to sell such land would require the formal reclassification process described above.

Conclusion

Council cannot sell land that is classified as community land while that classification remains in place. If Council wishes to dispose of such land, it must first undertake the statutory process to reclassify the land as operational land.

Once land is classified as operational land, Council may proceed with the sale in accordance with the requirements of the Local Government Act 1993 (NSW), including appropriate public notification and consideration of any submissions received.

Council's Land Register is available here: www.cgrc.nsw.gov.au/access-to-information/public-registers/

Whilst the last review of the Land Register took place in 2019 there is likely to have been little change.

In addition to this Council owned lands there are also properties not owned by Council, but Council is still identified as the land manager.

9.4 QUESTION WITH NOTICE - CR WIGHT - EFFLUENT WATER USE

DOCUMENT NUMBER	463524
REPORTING OFFICER	Roger Bailey, Interim General Manager
AUTHORISING OFFICER	Roger Bailey, Interim General Manager
ATTACHMENTS	1. Cootamundra Sewer Treatment Plant (STP) Process ↓

RECOMMENDATION

That the response to the Question with Notice on Effluent Water Use, be noted.

QUESTIONS WITH NOTICE

The following ‘questions with notice’ from Councillors have been received with the responses from Council officers provided respectively:

Cr Ros Wight – With the current prolonged dry conditions water is a very valuable commodity. Can we explore the options to use our effluent water for construction and maintenance purposes e.g. roadworks etc. This would be a cost saving for Council as we have the infrastructure in place and I understand this water is treated to a Tertiary Level. We could recoup electrical costs and still make a profit instead of allowing unused water overflow down the Creek. Could we also explore the sale of this water for local projects such as Inland Rail.

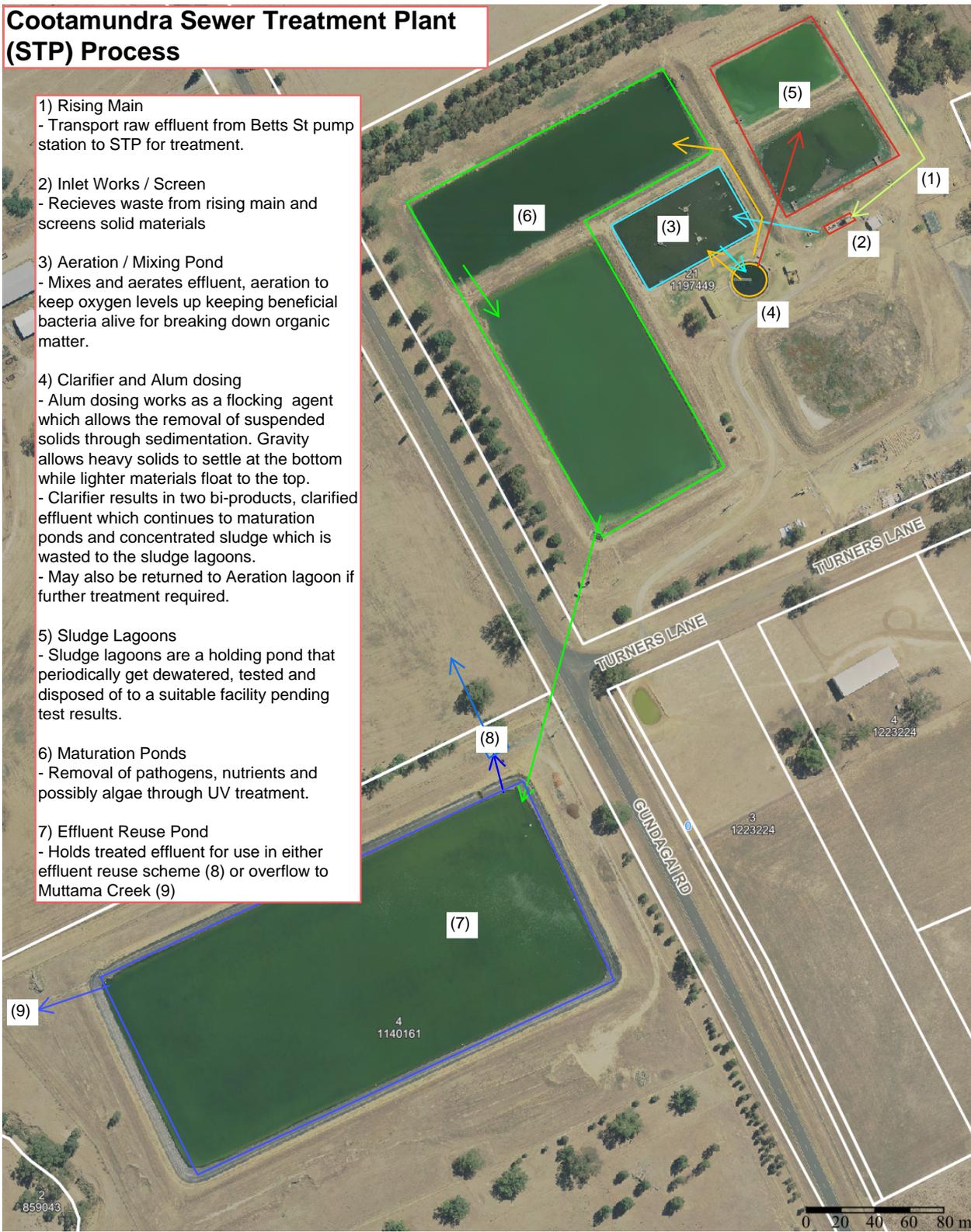
Response from Council Officer – The application of effluent reuse is strictly governed by Council’s Environmental Protection Licence (EPL)1603 – Cootamundra Sewage Treatment System. Currently the above proposed applications would be a breach to the licence. Specifically, conditions P1, EPL 1603 requires all discharge locations to be monitored and to conform the limits for discharges of pollutants. Approved discharge locations are specified in P1.2 of the license. Furthermore, Part 4 - Operating Conditions section O3 - Effluent application to land, specifies 6 requirements that the proposed application would likely breach or be unable to prove compliance, specifically:

- O3.2 “Effluent application to the utilisation area(s) must not occur in a manner that causes surface run-off from the utilisation area(s)
- O3.3 “Spray from effluent application to the utilisation area(s) must not drift beyond the boundary of the utilisation area(s) to which it has been applied”
- O3.4 “Public access to any effluent utilisation area must be denied during effluent application and until the effluent application area has dried”
- O3.5 “Livestock access to any effluent application area must be denied during irrigation and until the applied effluent has dried”

Treated Effluent Summary			
	Muttama Creek (KL)	Reuse Scheme (KL)	(%) Reuse
FY23-24	403,849.00	184,038.00	46%
FY24-25	260,975.00	128,673.00	49%

Cootamundra Sewer Treatment Plant (STP) Process

- 1) Rising Main
- Transport raw effluent from Betts St pump station to STP for treatment.
- 2) Inlet Works / Screen
- Receives waste from rising main and screens solid materials
- 3) Aeration / Mixing Pond
- Mixes and aerates effluent, aeration to keep oxygen levels up keeping beneficial bacteria alive for breaking down organic matter.
- 4) Clarifier and Alum dosing
- Alum dosing works as a flocculating agent which allows the removal of suspended solids through sedimentation. Gravity allows heavy solids to settle at the bottom while lighter materials float to the top.
- Clarifier results in two by-products, clarified effluent which continues to maturation ponds and concentrated sludge which is wasted to the sludge lagoons.
- May also be returned to Aeration lagoon if further treatment required.
- 5) Sludge Lagoons
- Sludge lagoons are a holding pond that periodically get dewatered, tested and disposed of to a suitable facility pending test results.
- 6) Maturation Ponds
- Removal of pathogens, nutrients and possibly algae through UV treatment.
- 7) Effluent Reuse Pond
- Holds treated effluent for use in either effluent reuse scheme (8) or overflow to Muttama Creek (9)



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Created By: David Brodie

Projection: GDA2020 / MGA zone 55

Date: 16/03/2026 10:13 AM

10 CONFIDENTIAL ITEMS

10.1 CLOSED COUNCIL REPORT

DOCUMENT NUMBER	462710
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 10.2, 10.3, 10.4, 10.5, 10.6 and 10.7 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 10.2, 10.3, 10.4, 10.5, 10.6 and 10.7 be withheld from the press and public.**

10.2 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.

10.3 ACQUISITION OF LAND FOR ZONE SUBSTATION UPGRADE

Provisions for Confidentiality

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

Public Interest

Commercial In-Confidence information provided.

10.4 TENDER - ANNIE PYERS PRECINCT WATERMAIN EXTENSION - RFT 2026/5Provisions for Confidentiality

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

Public Interest

This report includes commercially confidential information from tenderers, including, but not limited to financial information..

10.5 MANAGEMENT AND OPERATION OF COUNCIL'S GUNDAGAI SWIMMING POOL AND GYMNASIUM FACILITY TENDERProvisions for Confidentiality

Section 10A (2) (c) – The Confidential Report contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Public Interest

Contract arrangements.

10.6 MAYORAL MINUTE - INTERIM GENERAL MANAGER PERFORMANCE REVIEW FOR 2025 AND PERFORMANCE AGREEMENT FOR 2026Provisions for Confidentiality

Section 10A (2) (f) – The Confidential Report contains details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property.

Public Interest

N/A.

10.7 PROCUREMENT OF SECOND HAND LIME SPREADERProvisions for Confidentiality

Section 10A (2) (d(ii)) - information that would, if disclosed, confer a commercial advantage on a competitor of the council.

Public Interest

This report has financial information which, if made public prior to close of public auction, will give any other bidders a competitive advantage over Council.