

Business Paper

ORDINARY COUNCIL MEETING

COUNCIL CHAMBERS, GUNDAGAI

6:00 PM, TUESDAY 25TH MAY, 2021

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, 25th May, 2021 at 6:00 PM

The agenda for the meeting is enclosed.

Phillip McMurray
General Manager

Live Streaming of Meetings

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.

AGENDA

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1 ACKNOWLEDGEMENT OF COUNTRY

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

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

5 CONFIRMATION OF MINUTES

5.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 27 APRIL 2021

REPORTING OFFICER	Marianne McInerney, Executive Assistant to the General Manager
AUTHORISING OFFICER	Phillip McMurray, 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 27 April 2021

RECOMMENDATION

The Minutes of the Ordinary Meeting of Council held on Tuesday 27 April 2021 be confirmed as a true and correct record of the meeting.



**COOTAMUNDRA-
GUNDAGAI REGIONAL
COUNCIL**

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

ORDINARY COUNCIL MEETING

ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA

6:00 PM, TUESDAY 27TH APRIL, 2021

Administration Centres: 1300 459 689

**MINUTES OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA
ON TUESDAY, 27 APRIL 2021 AT 6:00 PM**

PRESENT: Cr Abb McAlister (Mayor), Cr Dennis Palmer (Deputy Mayor), Cr Leigh Bowden, Cr David Graham, Cr Gil Kelly, Cr Penny Nicholson, Cr Doug Phillips, Cr Charlie Sheahan,

IN ATTENDANCE: Phil McMurray (Cr), Kay Whitehead (Interim Deputy General Manager), Ganesh Ganeshamoorthy (Manager Assets), Mark Ellis (Manager Civil Works), Sharon Langman (Manager Development, Building and Compliance), Andrew Brock (Manager Facilities), Tim Swan (Manager Finance), Janelle Chapman (Acting Manager Regulatory Services)

1 ACKNOWLEDGEMENT OF COUNTRY

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

ADJOURN MEETING FOR OPEN FORUM

RESOLUTION 067/2021

Moved: Cr David Graham

Seconded: Cr Leigh Bowden

Council adjourn for Open Forum.

CARRIED

2 OPEN FORUM

1. L Isabel Scott - Addressed Council on The Arts Centre Cootamundra 355 Committee.
2. Yvonne Forsyth – Addressed Council on the Cootamundra Visitors Centre.
3. Shaun Ryan – Mr Ryan, as the developer, addressed Council on item 8.4.4 Lot 53 Banjo Patterson Place Gundagai – Variation to 88B Instrument.

RESUME OPEN MEETING

RESOLUTION 068/2021

Moved: Cr Dennis Palmer

Seconded: Cr Leigh Bowden

Council resume the Open Meeting.

CARRIED

3 APOLOGIES

Nil

4 DISCLOSURES OF INTEREST

5 CONFIRMATION OF MINUTES

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 30 MARCH 2021

RESOLUTION 069/2021

Moved: Cr Dennis Palmer

Seconded: Cr David Graham

The Minutes of the Ordinary Meeting of Council held on Tuesday 30 March 2021 be confirmed as a true and correct record of the meeting.

CARRIED

6 MAYORAL MINUTE

MAYORAL MINUTE - COUNCILLOR ENGAGEMENT

RESOLUTION 070/2021

Moved: Cr Charlie Sheahan

Seconded: Cr Dennis Palmer

The information in the Mayoral Minute be received and noted.

CARRIED

7 REPORTS FROM COMMITTEES

Nil

8 GENERAL MANAGER'S REPORT**8.1 BUSINESS****8.1.1 REPORT ON THE EASTERN RIVERINA ARTS ANNUAL GENERAL MEETING BY COUNCILLOR LEIGH BOWDEN****RESOLUTION 071/2021**

Moved: Cr Leigh Bowden

Seconded: Cr Doug Phillips

- 1. The Report on the Eastern Riverina Arts Annual General Meeting by Councillor Leigh Bowden, Eastern Riverina Arts 202 Annual Report, Annual Report chair of the Board and Eastern Riverina Arts Schedule of Fees, attached to the report, be received and noted.**
- 2. The 2019/20 fees be set using the standard model with an uplift of 2.0% in line with IPARTs rate peg as detailed in the Eastern Riverina Arts Schedule of Fees, attached to the report.**

CARRIED

8.1.2 REPORT ON THE NSW AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION HELD 18-20 MARCH, 2021 BY CR LEIGH BOWDEN**RESOLUTION 072/2021**

Moved: Cr David Graham

Seconded: Cr Dennis Palmer

The Report on the Australian Local Government Women's Association Annual Conference held 18-20 March, 2021 by Cr Leigh Bowden be received and noted.

CARRIED

8.1.3 COOTAMUNDRA FLOODPLAIN RISK MANAGEMENT COMMITTEE MEETING HELD 31ST MARCH, 2021 - MINUTES AND STUDY PLAN**RESOLUTION 073/2021**

Moved: Cr Leigh Bowden

Seconded: Cr Doug Phillips

The Report On The Cootamundra Floodplain Risk Management Committee Meeting held 31st March, 2021, The Minutes Of The Cootamundra Floodplain Risk Management Committee Meeting held 31st March, 2021 and The Cootamundra Floodplain Risk Management Study and Plan dated 31.03.2021, attached to the report, be noted.

CARRIED

8.1.4 STOCKINBINGAL ELLWOOD'S HALL S.355 COMMITTEE MEETING MINUTES**RESOLUTION 074/2021**

Moved: Cr Gil Kelly

Seconded: Cr Charlie Sheahan

The Minutes of the Stockinbingal Ellwood's Hall s.355 Committee Ordinary Meeting held on 25 March 2021, attached to the report, be received and noted.

CARRIED

8.1.5 COOTAMUNDRA TOURISM ACTION GROUP S.355 COMMITTEE MEETING MINUTES AND MEMBERSHIP**RESOLUTION 075/2021**

Moved: Cr Dennis Palmer

Seconded: Cr Charlie Sheahan

- 1. The Minutes of the Cootamundra Tourism Action Group s.355 Committee Ordinary Meeting held on 1 April 2021, attached to the report, be received and noted.**
- 2. The membership of Elizabeth Brown and joint membership of Lorna Nixon and Rosalie Dale onto the Cootamundra Tourism Action Group s.355 Committee as detailed in the report and attached minutes, be endorsed.**
- 3. the recommendation included in the report and detailed in the Ordinary Meeting Minutes be deferred pending the outcome of discussions between Council and the State concerning the Old Cootamundra Hospital.**

CARRIED

8.1.6 MUTTAMA CREEK REGENERATION GROUP S.355 COMMITTEE MEETING MINUTES**RESOLUTION 076/2021**

Moved: Cr Dennis Palmer

Seconded: Cr Penny Nicholson

The Minutes of the Muttama Creek Regeneration Group s.355 Committee meeting held on 1 February 2021, attached to the report, be received and noted.

CARRIED

8.1.7 THE ARTS CENTRE COOTAMUNDRA S.355 COMMITTEE MEETING MINUTES**RESOLUTION 077/2021**

Moved: Cr Leigh Bowden

Seconded: Cr Penny Nicholson

The Minutes of The Arts Centre Cootamundra s.355 Committee meeting held on 15 April 2021, attached to the report, be received and noted.

CARRIED

8.1.8 INFORMATION BULLETIN**RESOLUTION 078/2021**

Moved: Cr Leigh Bowden

Seconded: Cr Charlie Sheahan

The correspondence and information attached to the Information Bulletin be received and noted.

CARRIED

8.1.9 UPDATED COUNCIL MEETING ACTION REPORT**RESOLUTION 079/2021**

Moved: Cr Penny Nicholson

Seconded: Cr Leigh Bowden

The Updated Council Meeting Action Report, attached, be noted.

CARRIED

Note: Item 8.1.10 Riverina Local Land Services Partnerships with Cootamundra-Gundagai Regional Council – Planning For New Office/Depot Facility in Gundagai - Late Report was resolved after item 10 Questions with Notice.

8.2 FINANCE

8.2.1 MONTHLY FINANCE REPORT FOR MARCH 2021

RESOLUTION 080/2021

Moved: Cr David Graham

Seconded: Cr Doug Phillips

That the Finance Report for March 2021 be received and noted.

CARRIED

8.2.2 INVESTMENT REPORT - MARCH 2021

RESOLUTION 081/2021

Moved: Cr David Graham

Seconded: Cr Gil Kelly

That the Investment Report for March 2021 be received and noted.

CARRIED

8.3 COMMUNITY AND CULTURE

8.3.1 COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL YOUTH STRATEGY 2020-2030

RESOLUTION 082/2021

Moved: Cr Doug Phillips

Seconded: Cr Dennis Palmer

The draft Cootamundra-Gundagai Regional Council Youth Strategy 2020-2030 be deferred for consideration to place on public exhibition for a period of 28 days to the Ordinary Meeting scheduled to be held 25th May, 2021.

CARRIED

8.3.2 GUNDAGAI TOURISM ACTION GROUP S355 COMMITTEE - MEETING HELD 24TH MARCH, 2021

RESOLUTION 083/2021

Moved: Cr Penny Nicholson

Seconded: Cr David Graham

The Minutes of the Gundagai Tourism Action Group meeting held on 24th March, 2021 attached to the report, be received and noted.

CARRIED**8.3.3 GUNDAGAI TOURISM ACTION S355 COMMITTEE - MEETING HELD 14TH APRIL, 2021****RESOLUTION 084/2021**

Moved: Cr Leigh Bowden

Seconded: Cr Penny Nicholson

1. **The Minutes of the Gundagai Tourism Action Group s.355 Committee meeting held on 14th April, 2021 attached to the report, be received and noted.**
2. **Council look at possible ideas for the Railway Bridge and further design models using timber.**
3. **Council to receive and note the report from Virginia Wrice about the Tumbarumba Rail Trail Success.**

CARRIED**8.4 DEVELOPMENT, BUILDING AND COMPLIANCE****8.4.1 PLANNING PROPOSAL NO.4 TO AMEND GUNDAGAI LOCAL ENVIRONMENTAL PLAN 2011****RESOLUTION 085/2021**

Moved: Cr Doug Phillips

Seconded: Cr David Graham

That Council:

1. **Accept the report Planning Proposal No.4 to amend Gundagai LEP 2011.**
2. **Proceed to finalise the planning proposal to amend the land zone and minimum lot size requirements for the village of Coolac to help promote and develop the village,**
3. **Delay the matters in the original planning proposal relating to Nangus and Tumblong to be included with a future comprehensive LEP planning proposal,**
4. **Proceed to finalise minor corrections to Schedule 5 Environmental Heritage of the Gundagai LEP 2011.**

VOTING RECORD	
FOR RESOLUTION	AGAINST RESOLUTION
Cr Abb McAlister (Mayor) Cr Dennis Palmer Cr Leigh Bowden Cr David Graham Cr Gil Kelly	Nil

Cr Penny Nicholson Cr Doug Phillips Cr Charlie Sheahan	
ABSENT	DECLARED INTEREST
Cr Craig Stewart	Nil

CARRIED**8.4.4 LOT 53 BANJO PATERSON PLACE, GUNDAGAI - VARIATION TO 88B INSTRUMENT****RESOLUTION 086/2021**

Moved: Cr Penny Nicholson

Seconded: Cr Doug Phillips

Further consultation be held between Planning staff, the developer, the mortgagees and other landholders in the estate be undertaken with a further report to be brought back to Council for consideration.

VOTING RECORD	
FOR RESOLUTION	AGAINST RESOLUTION
Cr Abb McAlister (Mayor) Cr David Graham Cr Gil Kelly Cr Penny Nicholson Cr Doug Phillips Cr Charlie Sheahan	Cr Dennis Palmer Cr Leigh Bowden
ABSENT	DECLARED INTEREST
Cr Craig Stewart	Nil

CARRIED**8.4.2 DEVELOPMENT APPLICATION 2021/15 - 2 WARD STREET, COOTAMUNDRA - VARIATION TO DEVELOPMENT CONTROL PLAN****RESOLUTION 087/2021**

Moved: Cr Doug Phillips

Seconded: Cr Dennis Palmer

That Council approve the following development, in a new location, being 6.64m from the front boundary line subject to the consent conditions below:

Application No.: DA2021/15

Property: Lot 3, Section 4, DP2740
2 Ward Street
COOTAMUNDRA NSW 2590

Development: To construct a shed as ancillary to the existing dwelling

GENERAL CONDITIONS

(1) GEN Condition - Compliance Standards

Any building and associated works shall comply with the statutory requirements of the Environmental Planning & Assessment Act, Local Government Act, 1993 and the Building Code of Australia (BCA).

Reason: *The legal obligations of the Council to administer the New South Wales building and planning laws in order to provide satisfactory standards of living and development.*

(2) GEN Condition - Compliance with Council

The Development being completed in accordance with plans and specifications stamped by Council listed in the table below and the Statement of Environmental Effects, except where varied by conditions of this consent.

Document Reference	Description	Author	Date
YUNG01-3579	General Arrangement	Ranbuild	February 2021
PE36-A/2	Engineering Notes & Schedule	Ranbuild	February 2021
PE36-A/2	Structural Layout	Ranbuild	February 2021
PECON2005	Connection Details	Ranbuild	February 2021
402943	Structural Adequacy of Steel Framed Buildings	BlueScope Steel	21 January 2021

Reason: *To confirm the details of the application as submitted by the applicant and as approved by Council.*

(3) GEN Condition - Utilities

Approval is given subject to the location of, protection of, and/or any necessary modifications to any existing public utilities situated within or adjacent to the subject property.

Reason: *To ensure that any public utilities are maintained and protected from damage.*

(4) Gen Condition – Not certify compliance with BCA or NCC

The issue of this Development Consent does not certify compliance with the relevant provisions of the Building Code of Australia or National Construction Code Series.

Reason: *This consent does not certify compliance with the BCA or NCC.*

PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE

(1) PCC Condition - Driveway & Layback Installations.

The provision of adequate vehicle access, including the provision of an invert crossing at the kerb and gutter is required to be installed as part of the development. The installation of the vehicle access and kerb and gutter crossing are to be constructed in accordance with Councils "Typical vehicle kerb and gutter crossing KG 65/1".

An Application is to be lodged with Council along with appropriate current fee's paid, for approval under Section 138 of the Roads Act 1993 prior to the issue of a Construction Certificate.

Twenty four (24) hours' notice is to be given to Council's Engineering Services group before placement of concrete to enable formwork to be inspected. Failure to do so may result in rejection of the works and a need for reconstruction.

Reason: *To ensure that adequate vehicle access is achieved and maintained throughout the development*

(2) PCC Condition – Amended Site Plan

The applicant is to submit, and receive approval for, an amended site plan that places the shed 6.64m from the front boundary.

Reason: *To protection the amenity and streetscape of the locality.*

PRIOR TO COMMENCEMENT OF WORKS

(1) PCW Condition – Prior to Building Work Commencing.

The erection of a building in accordance with the development consent must not commence until:-

1. a construction Certificate for the building work has been issued by the consent authority, the council (if the council is not the consent authority) or an accredited certifier, and
2. the person having the benefit of the development consent has:
 - a. appointed a principal certifying authority for the building work, and
 - b. notified the principal certifying authority that the person will carry out the building work as an owner-builder, if that is the case, and
3. the principal certifying authority has, no later than 2 days before building works commences:
 - a. notified the consent authority and the council (if the council is not the consent authority) of his or her appointment, and
 - b. notified the person having the benefit of the development consent of any critical stage inspections and other inspections that are to be carried out in respect to the building work, and
4. the person having the benefit of the development consent, if not carrying out the work as an owner-builder, has,
 - a. appointed a principal contractor for the building work who must be the holder of a contractor licence if any residential work is involved, and
 - b. notified the principal certifying authority of any such appointment, and
 - c. unless that person is the principal contractor, notified the principal contractor of any critical stage inspection or other inspections that are to be carried out in respect of the building work .

Reason: To ensure compliance with the requirements of the Environmental Planning and Assessment Regulations.

(2) PCW Condition – Signage.

Site signage shall apply and must be erected on the site in a prominent, visible position for the duration of the construction. The signage must include: -

1. Statement that unauthorised entry to the site is not permitted
2. Show the name of the builder or another person responsible for the site and a telephone number at which the builder or other person can be contacted outside working hours
3. The name, address and telephone contact of the Principal Certifying Authority for the work

Any structures erected to meet the requirements of this condition must be removed when it is no longer required for the purpose for which it was erected.

Reason: To meet the minimum requirements of the Environmental Planning & Assessment Regulation.

(3) PCW Condition – Notice of Commencement.

Prior to work commencing a 'Notice of Commencement of Building Work and Appointment of Principal Certifying Authority' shall be submitted to Council at least 2 days prior to work commencing.

Reason: To meet the minimum requirements of the Environmental Planning & Assessment Regulation.

(4) PCW Condition – Builders Toilets.

Provision being made for temporary WC accommodation on site prior to the commencement of excavation or other associated building works.

Reason: To ensure minimum standards of hygiene for onsite workers.

(5) PCW Condition – Residential Building Work.

Residential building work within the meaning of the *Home Building Act 1989* must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the following information

1. In the case of work for which a principal contractor is required to be appointed:
 - a. In the name and licence number of the principal contractor, and
 - b. The name of the insurer by which the work is insured under Part 6 of that Act.
2. In the case of work to be done by an owner-builder:
 - a. The name of the owner-builder and,
 - b. If the owner builder is required to hold an owner builder permit under the Act, the number of the owner-builder permits.

If arrangements for doing the residential building work are changed while the work is in progress so that the information notified under subclause (1) becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the updated information.

Reason: Statutory compliance.

(6) PCW Condition – Siting of Building.

The applicant is responsible to ensure that the building is sited on the allotment and constructed to the design levels approved by Council as specified on the approved site plan.

Reason: To ensure the development is carried out on the correct allotment.

(7) PCW Condition – Waste Storage During Construction.

Provision shall be made on site for the proper storage and disposal of waste such that no builders' waste shall be left in the open. Specific attention should be given to items which are subject to relocation by the action of wind, e.g. Paper, sheets of iron, ridge capping, cement and lime bags and the like.

Reason: To ensure that the site is not a source of wind-blown litter.

(8) PCW Condition – Soil Erosion Control.

Site erosion control measures shall be incorporated into site management during construction. Seepage and surface water shall be collected and diverted clear of the building site by a drainage system. Care shall be taken to ensure that no nuisance is created to adjoining properties or public space by way of sediment run off.

Reason: To ensure that adequate measures are in place so that damage from sediment run off to adjoining sites and waterways is minimised.

(9) PCW Condition – Underground Services.

The applicant shall locate and identify all existing underground services prior to commencement of works and ensure there shall be no conflict between the proposed development and existing infrastructure including areas external to the development site where works are proposed.

Reason: To ensure the utility services are protected and satisfactory for the proposed development.

DURING CONSTRUCTION**(1) DUR Condition – Works to be undertaken in Accordance with the Approval.**

All proposed works to be undertaken are to be carried out in accordance with the conditions of development consent, approved construction certificate drawings and specifications.

Reason: ensure all works are carried out in accordance with the development consent.

(2) DUR Condition – Hours of Construction Site Works.

Construction site works including the entering and leaving of vehicles is limited to the following hours, unless otherwise permitted by Council:-

Monday to Saturday from 7.00am to 7.00pm

Sundays and public holidays from 9.00am to 12.00pm

The applicant is responsible to instruct and control subcontractors regarding hours of work.

Reason: So that the development does not reduce the amenity of the area.

(3) DUR Condition – Footpath Storage.

Building materials not to be stored on Council footway or nature strip at any time.

Reason: To ensure an adequate level of public safety is maintained.

(4) DUR Condition – Waste Removal.

All debris and any waste fill are to be removed from the site and disposed of at Cootamundra Garbage Depot, in the building refuse section of the garbage depot. Please note that a separate fee applies for disposal of waste at Council's waste depot. You should contact Council's Works Operations Manager for an estimate of costs in this regard.

***Reason:** To ensure that the amenity and unsightly condition is minimised.*

(5) DUR Condition – Tree Protection - Nature Strip.

Existing trees which are located on the nature-strip shall be protected during the construction period.

***Reason:** The Council's concern that the amount of vegetation in the Shire should continue to increase to improve the climate and appearance.*

(6) DUR Condition – Driveway and Layback.

The provision of an adequate vehicle access, including the provision of an invert crossing at the kerb and gutter is required to be installed as part of the development. The installation of the vehicle access and kerb and gutter crossing are to be constructed in accordance with Councils 'Typical vehicle kerb and gutter crossing KG 65/1'.

Twenty four (24) hours' notice is to be given to Council's Works & Services group before placement of concrete to enable formwork to be inspected. Failure to do so may result in rejection of the works and a need for reconstruction.

***Reason:** To ensure appropriate vehicle access is provided to the development which does not adversely impact on pedestrian traffic or Council's public road infrastructure.*

(7) DUR Condition - Pipe Replacement.

Should the proposed building be located over existing vitrified clay sewer pipes then such pipes shall be reinstated in PVC material in the area under the proposed building.

***Reason:** To minimise the opportunity for damage to the building as a result of leaking sewage.*

(8) DUR Condition - BCA Compliance.

All building work (other than work relating to the erection of a temporary building) must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant construction certificate was made).

***Reason:** To ensure the building complies with the BCA.*

(9) DUR Condition – Inspections.

The Principal Certifying Authority is to be given a minimum of 48 hours' notice prior to any critical stage inspection or any other inspection nominated by the Principal Certifying Authority via the notice issued under Section 91A of the Environmental Planning and Assessment Act 1979.

All building work (other than work relating to the erection of a temporary building) must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant construction certificate was made).

***Reason:** To ensure that adequate time is given of required inspections.*

(10) DUR Condition – Restricted Public Access.

It is the responsibility of the applicant to restrict public access to the building site, building works or materials or equipment on the site when building work is not in progress or the site is otherwise unoccupied in accordance with WorkCover Regulations.

Reason: To ensure public safety is maintained.

(11) DUR Condition – Storm Water.

Storm water is to be discharged: -

1. To the roadside gutter, taken through the kerb and the kerb is to be made good or, alternatively, linked to existing storm water drainage which discharges at the roadside gutter

Reason: To ensure that roof water is disposed of without nuisance to neighbours, without overloading Council's laneways system and so as to minimise input to the ground water system

POST CONSTRUCTION

(1) POC Condition – Occupation of Building.

A person must not commence occupation or use of the whole or any part of the buildings unless an occupation certificate has been issued by the appointed Principal Certifying Authority.

Reason: So that the development is substantially completed to a safe standard to allow use or occupation of said building.

ONGOING USE

(1) USE Condition – Business Use.

The shed not being let, adapted or used for separate occupation or commercial purposes.

Reason: Development consent is required for any activity other than residential.

(2) USE Condition – Clean and Tidy.

The premises are to be maintained in a clean and tidy condition at all times.

Reason: So that the development does not reduce the amenity of the area.

(3) USE Condition –Amenity General.

The development is to be conducted in a manner that will not interfere with the amenity of the locality by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil, by causing interference to television or radio reception or otherwise.

Reason: So that the development does not reduce the amenity of the area.

(4) USE Condition – Non Habitable Use.

The shed is not to be used for residential occupation without prior consent of Council.

Reason: Health and safety prohibition.

VOTING RECORD	
FOR RESOLUTION	AGAINST RESOLUTION

Cr Abb McAlister (Mayor) Cr Dennis Palmer Cr Leigh Bowden Cr David Graham Cr Gil Kelly Cr Penny Nicholson Cr Doug Phillips Cr Charlie Sheahan	Nil
ABSENT	DECLARED INTEREST
Cr Craig Stewart	Nil

CARRIED

8.4.3 DEVELOPMENT APPLICATION 2021/36 - 4 LAWRENCE STREET, COOTAMUNDRA - VARIATION TO DEVELOPMENT CONTROL PLAN

RESOLUTION 088/2021

Moved: Cr Gil Kelly

Seconded: Cr Charlie Sheahan

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

- Application No.: DA2021/36
- Property: Lot 2, DP501617
4 Lawrence Street
COOTAMUNDRA NSW 2590
- Development: To construct a carport and shed additions as ancillary to the existing dwelling

GENERAL CONDITIONS

(1) GEN Condition - Compliance Standards

Any building and associated works shall comply with the statutory requirements of the Environmental Planning & Assessment Act, Local Government Act, 1993 and the Building Code of Australia (BCA).

Reason: *The legal obligations of the Council to administer the New South Wales building and planning laws in order to provide satisfactory standards of living and development.*

(2) GEN Condition - Compliance with Council

The Development being completed in accordance with plans and specifications stamped by Council listed in the table below and the Statement of Environmental Effects, except where varied by conditions of this consent.

Document Reference	Description	Author	Date
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202100/01	Proposed Steel Framed Carport and Garage Extension	HVJ	24/02/21
202100/02	Shed Extension Detail	HVJ	26/02/2021
Request for Variation from DCP Controls, undated, prepared by Brian Speering			
Statement of Environmental Effects, undated, prepared by Brian Speering			

Reason: *To confirm the details of the application as submitted by the applicant and as approved by Council.*

(3) GEN Condition - Utilities

Approval is given subject to the location of, protection of, and/or any necessary modifications to any existing public utilities situated within or adjacent to the subject property.

Reason: *To ensure that any public utilities are maintained and protected from damage.*

(4) Gen Condition – Not certify compliance with BCA or NCC

The issue of this Development Consent does not certify compliance with the relevant provisions of the Building Code of Australia or National Construction Code Series.

Reason: *This consent does not certify compliance with the BCA or NCC.*

PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE

(1) PCC Condition – New Connection: Plumbing and Drainage Works.

An application shall be lodged and approved by Cootamundra Shire Council under Section 68 of the Local Government Act for any new water, sewerage or drainage connection prior to the issue of a Construction Certificate.

All plumbing works must be undertaken by a licenced plumber or drainer. They must submit their Notice of Work (N.O.W) and pay for any associated inspections 48hrs before the first inspection. They also must submit a correct Sewer Service Diagram (S.S.D) for all works. The C.O.C and S.S.D. must be submitted before an Occupation Certificate can be released by the Principal Certifying Authority (P.C.A).

The proponent shall comply with all requirements tabled under any approval issued under section 68 of the *Local Government Act 1993*, NSW Fair Trading and The Plumbing Code of Australia.

Reason: *Statutory compliance.*

PRIOR TO COMMENCEMENT OF WORKS

(1) PCW Condition – Prior to Building Work Commencing.

The erection of a building in accordance with the development consent must not commence until:

1. a construction Certificate for the building work has been issued by the consent authority, the council (if the council is not the consent authority) or an accredited certifier, and

2. the person having the benefit of the development consent has:
 - a. appointed a principal certifying authority for the building work, and
 - b. notified the principal certifying authority that the person will carry out the building work as an owner-builder, if that is the case, and
3. the principal certifying authority has, no later than 2 days before building works commences:
 - a. notified the consent authority and the council (if the council is not the consent authority) of his or her appointment, and
 - b. notified the person having the benefit of the development consent of any critical stage inspections and other inspections that are to be carried out in respect to the building work, and
4. the person having the benefit of the development consent, if not carrying out the work as an owner-builder, has,
 - a. appointed a principal contractor for the building work who must be the holder of a contractor licence if any residential work is involved, and
 - b. notified the principal certifying authority of any such appointment, and
 - c. unless that person is the principal contractor, notified the principal contractor of any critical stage inspection or other inspections that are to be carried out in respect of the building work .

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

(2) PCW Condition – Signage.

Site signage shall apply and must be erected on the site in a prominent, visible position for the duration of the construction. The signage must include: -

1. Statement that unauthorised entry to the site is not permitted
2. Show the name of the builder or another person responsible for the site and a telephone number at which the builder or other person can be contacted outside working hours
3. The name, address and telephone contact of the Principal Certifying Authority for the work

Any structures erected to meet the requirements of this condition must be removed when it is no longer required for the purpose for which it was erected.

Reason: *To meet the minimum requirements of the Environmental Planning & Assessment Regulation.*

(3) PCW Condition – Notice of Commencement.

Prior to work commencing a 'Notice of Commencement of Building Work and Appointment of Principal Certifying Authority' shall be submitted to Council at least 2 days prior to work commencing.

Reason: *To meet the minimum requirements of the Environmental Planning & Assessment Regulation.*

(4) PCW Condition – Builders Toilets.

Provision being made for temporary WC accommodation on site prior to the commencement of excavation or other associated building works.

Reason: *To ensure minimum standards of hygiene for onsite workers.*

(5) PCW Condition – Residential Building Work.

Residential building work within the meaning of the *Home Building Act 1989* must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the following information

1. In the case of work for which a principal contractor is required to be appointed:
 - a. In the name and licence number of the principal contractor, and
 - b. The name of the insurer by which the work is insured under Part 6 of that Act.
2. In the case of work to be done by an owner-builder:
 - a. The name of the owner-builder and,
 - b. If the owner builder is required to hold an owner builder permit under the Act, the number of the owner-builder permits.

If arrangements for doing the residential building work are changed while the work is in progress so that the information notified under subclause (1) becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the updated information.

Reason: *Statutory compliance.*

(6) PCW Condition – Siting of Building.

The applicant is responsible to ensure that the building is sited on the allotment and constructed to the design levels approved by Council as specified on the approved site plan.

Reason: *To ensure the development is carried out on the correct allotment.*

(7) PCW Condition – Waste Storage During Construction.

Provision shall be made on site for the proper storage and disposal of waste such that no builders' waste shall be left in the open. Specific attention should be given to items which are subject to relocation by the action of wind, e.g. Paper, sheets of iron, ridge capping, cement and lime bags and the like.

Reason: *To ensure that the site is not a source of wind-blown litter.*

(8) PCW Condition – Soil Erosion Control.

Site erosion control measures shall be incorporated into site management during construction. Seepage and surface water shall be collected and diverted clear of the building site by a drainage system. Care shall be taken to ensure that no nuisance is created to adjoining properties or public space by way of sediment run off.

Reason: *To ensure that adequate measures are in place so that damage from sediment run off to adjoining sites and waterways is minimised.*

(9) PCW Condition – Second Hand Materials.

No second hand materials are to be used on any external surface of the building unless made available for inspection and separately approved by Council prior to erection.

Reason: *To ensure the external appearance of the building is maintained to an acceptable standard.*

(10) PCW Condition – Underground Services.

The applicant shall locate and identify all existing underground services prior to commencement of works and ensure there shall be no conflict between the proposed development and existing infrastructure including areas external to the development site where works are proposed.

Reason: *To ensure the utility services are protected and satisfactory for the proposed development.*

DURING CONSTRUCTION

(1) DUR Condition – Works to be undertaken in Accordance with the Approval.

All proposed works to be undertaken are to be carried out in accordance with the conditions of development consent, approved construction certificate drawings and specifications.

Reason: *ensure all works are carried out in accordance with the development consent.*

(2) DUR Condition – Hours of Construction Site Works.

Construction site works including the entering and leaving of vehicles is limited to the following hours, unless otherwise permitted by Council:-

Monday to Saturday from 7.00am to 7.00pm

Sundays and public holidays from 9.00am to 12.00pm

The applicant is responsible to instruct and control subcontractors regarding hours of work.

Reason: *So that the development does not reduce the amenity of the area.*

(3) DUR Condition – Footpath Storage.

Building materials not to be stored on Council footway or nature strip at any time.

Reason: *To ensure an adequate level of public safety is maintained.*

(4) DUR Condition – Waste Removal.

All debris and any waste fill are to be removed from the site and disposed of at Cootamundra Garbage Depot, in the building refuse section of the garbage depot. Please note that a separate fee applies for disposal of waste at Council's waste depot. You should contact Council's Works Operations Manager for an estimate of costs in this regard.

Reason: *To ensure that the amenity and unsightly condition is minimised.*

(5) DUR Condition – Tree Protection - Nature Strip.

Existing trees which are located on the nature-strip shall be protected during the construction period.

Reason: *The Council's concern that the amount of vegetation in the Shire should continue to increase to improve the climate and appearance.*

(6) DUR Condition - Pipe Replacement.

Should the proposed building be located over existing vitrified clay sewer pipes then such pipes shall be reinstated in PVC material in the area under the proposed building.

Reason: *To minimise the opportunity for damage to the building as a result of leaking sewage.*

(7) DUR Condition - BCA Compliance.

All building work (other than work relating to the erection of a temporary building) must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant construction certificate was made).

Reason: *To ensure the building complies with the BCA.*

(8) DUR Condition – Inspections.

The Principal Certifying Authority is to be given a minimum of 48 hours' notice prior to any critical stage inspection or any other inspection nominated by the Principal Certifying Authority via the notice issued under Section 91A of the Environmental Planning and Assessment Act 1979.

All building work (other than work relating to the erection of a temporary building) must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant construction certificate was made).

Reason: *To ensure that adequate time is given of required inspections.*

(9) DUR Condition – Restricted Public Access.

It is the responsibility of the applicant to restrict public access to the building site, building works or materials or equipment on the site when building work is not in progress or the site is otherwise unoccupied in accordance with WorkCover Regulations.

Reason: *To ensure public safety is maintained.*

(10) DUR Condition – Storm Water.

Storm water is to be discharged:

1. Clear of the building and septic tank disposal area
2. To diffusion pit a minimum 3m from any building and in such a position that it does not cause nuisance to neighbours
3. To the roadside gutter, taken through the kerb and the kerb is to be made good or, alternatively, linked to existing storm water drainage which discharges at the roadside gutter
4. To the roadside table drain. The end of the storm water pipe at the table drain shall be suitably protected to avoid damage to the end of the pipe
5. To the requirements of the BASIX Certificate, and any overflows to be without nuisance

Reason: *To ensure that roof water is disposed of without nuisance to neighbours, without overloading Council's laneways system and so as to minimise input to the ground water system*

POST CONSTRUCTION

(1) POC Condition – Occupation of Building.

A person must not commence occupation or use of the whole or any part of the buildings unless an occupation certificate has been issued by the appointed Principal Certifying Authority.

Reason: So that the development is substantially completed to a safe standard to allow use or occupation of said building.

ONGOING USE

(1) USE Condition – Business Use.

The carport not being let, adapted or used for separate occupation or commercial purposes.

Reason: Development consent is required for any activity other than residential.

(2) USE Condition – Carport Enclosure Prohibited.

The open sides of the carport are not to be enclosed at any point in time without the prior consent of Council.

Reason: Statutory compliance with the fire separation requirements of the Building Code of Australia.

(3) USE Condition – Clean and Tidy.

The premises are to be maintained in a clean and tidy condition at all times.

Reason: So that the development does not reduce the amenity of the area.

(4) USE Condition –Amenity General.

The development is to be conducted in a manner that will not interfere with the amenity of the locality by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil, by causing interference to television or radio reception or otherwise.

Reason: So that the development does not reduce the amenity of the area.

(5) USE Condition – Non Habitable Use.

The shed is not to be used for residential occupation without prior consent of Council.

Reason: Health and safety prohibition.

VOTING RECORD	
FOR RESOLUTION	AGAINST RESOLUTION
Cr Abb McAlister (Mayor) Cr Dennis Palmer Cr Leigh Bowden Cr David Graham Cr Gil Kelly Cr Penny Nicholson Cr Doug Phillips Cr Charlie Sheahan	Nil
ABSENT	DECLARED INTEREST

Cr Craig Stewart	Nil
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CARRIED

Note: item 8.4.4 Lot 53 Banjo Paterson Place, Gundagai - Variation to 88B Instrument was heard following item 8.4.1 Planning Proposal No.4 to amend Gundagai Local Environmental Plan 2011.

8.4.5 DEVELOPMENT APPLICATIONS APPROVED MARCH 2021

RESOLUTION 089/2021

Moved: Cr Leigh Bowden

Seconded: Cr Doug Phillips

The information on Development Applications approved in March 2021 be received and noted.

CARRIED

8.5 REGULATORY SERVICES

REGULATORY REPORT MARCH 2021

RESOLUTION 090/2021

Moved: Cr Charlie Sheahan

Seconded: Cr David Graham

The Regulatory Report for March, 2021 be received and noted.

CARRIED

8.6 ASSETS

Nil

8.7 CIVIL WORKS

CIVIL WORKS AND TECHNICAL SERVICES REPORT - APRIL 2021

RESOLUTION 091/2021

Moved: Cr Charlie Sheahan

Seconded: Cr Doug Phillips

The Civil Works and Technical Services Report for the month of April, 2021 be received.

CARRIED

8.8 TECHNICAL SERVICES

Note: 8.8.1 Tender for Sheridan Street Upgrade (Block 3) - Late Report was resolved after item 8.1.10 Riverina Local Land Services Partnership with Cootamundra-Gundagai Regional Council - Planning For New Office/Depot Facility in Gundagai - Late Report following item 10.1 Questions with Notice

8.9 FACILITIES

8.9.1 REPORT ON THE INVOLVEMENT OF STAFF ON S355 COMMITTEES OF COUNCIL

RESOLUTION 092/2021

Moved: Cr Doug Phillips

Seconded: Cr Penny Nicholson

- 1. The Report on the Involvement of Staff on s355 Committees of Council be received.**
- 2. That s355 Committees be included on the agenda for discussion at the Councillor Workshop scheduled to be held Tuesday, 11th May, 2021.**

CARRIED

8.9.2 GUNDAGAI ADMINISTRATION BUILDING UPGRADE REPORT

RESOLUTION 093/2021

Moved: Cr Dennis Palmer

Seconded: Cr Penny Nicholson

The Gundagai Administration Building Upgrade Report be noted.

CARRIED

8.9.3 COOTAMUNDRA STRIKERS SOCCER CLUB REQUEST FOR ASSISTANCE TO DEVELOP FIELDS AT O'CONNOR PARK COOTAMUNDRA

RESOLUTION 094/2021

Moved: Cr Charlie Sheahan

Seconded: Cr Dennis Palmer

- 1. The Report on the Cootamundra Strikers' Soccer Club's Request for Assistance to Develop Fields at O'Connor Park Cootamundra, Correspondence from Cootamundra Strikers' Soccer Club dated 12th April, 2021 attached to the report, be received and noted.**
- 2. Council not support the request from the Cootamundra Strikers' Soccer Club to assist with the development of fields 1 and 2 contained within O'Connor Park for the purpose of**

holding annual events to raise funds for all ongoing maintenance costs of the playing fields in an effort for the Club to be self sustainable.

3. Council support the Strikers Soccer Club to return to the Cootamundra Showground for future B and S Ball events dependent upon the requirements for approval at the time of the event.

CARRIED

8.9.4 ALBY SCHULTZ MEETING SPACE ROOF REPLACEMENT

RESOLUTION 095/2021

Moved: Cr Doug Phillips

Seconded: Cr Gil Kelly

1. The Alby Schultz Roof Replacement Report be received and noted.
2. Funds be approved to replace the aged roofing.

CARRIED

8.9.5 TENDER FOR PRODUCTS AND SERVICES

RESOLUTION 096/2021

Moved: Cr Doug Phillips

Seconded: Cr Leigh Bowden

1. The Open Tendering method for the proposed panel contract for Products and Services be endorsed.
2. A further report be prepared and submitted for the consideration of Council at the completion of the tendering process.

CARRIED

8.10 WASTE, PARKS AND RECREATION

Nil

9 MOTION OF WHICH NOTICE HAS BEEN GIVEN

NOTICE OF MOTION – THAT COUNCIL, THAT IS THE MAYOR AND/OR THE GENERAL MANAGER, ON BEHALF OF ALL COUNCILLORS AND THE COMMUNITY, WRITES, ONCE AGAIN, TO THE HONORABLE SHELLEY HANCOCK, MINISTER OF LOCAL GOVERNMENT, TO REQUEST THAT SHE INFORM COUNCIL OF HER DECISION AS TO WHETHER OR NOT COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL IS TO BE DEMERGED. FURTHERMORE, THAT A COPY OF THE LETTER BE SENT TO THE PREMIER, THE HONORABLE GLADYS BEREJIKLIAN MP, THE DEPUTY PREMIER, THE HONORABLE JOHN BARILARO MP, THE MEMBER FOR COOTAMUNDRA, MS STEPHANIE COOKE MP, EACH MEMBER OF THE BOUNDARIES COMMISSION, THAT IS MR BOB SENDT, CR RICK FIRMAN OAM, CR LESLEY FURNEAUX-COOK AND MR GRANT GLEESON, THE LEADER OF THE OPPOSITION, MS JODI MCKAY MP AND THE SHADOW MINISTER FOR LOCAL GOVERNMENT, MR GREG WARREN MP.

RESOLUTION 097/2021

Moved: Cr Leigh Bowden

Seconded: Cr Doug Phillips

That Council, that is The Mayor and/or the General Manager, on behalf of all councillors and the community, writes, once again, to The Honorable Shelley Hancock, Minister of Local Government, to request that she inform Council of her decision as to whether or not Cootamundra-Gundagai Regional Council is to be demerged. Furthermore, that a copy of the letter be sent to the Premier, the Honorable Gladys Berejiklian MP, the Deputy Premier, the Honorable John Barilaro MP, the Member for Cootamundra, Ms Stephanie Cooke MP, each member of the Boundaries Commission, that is Mr Bob Sendt, Cr Rick Firman OAM, Cr Lesley Furneaux-Cook and Mr Grant Gleeson, the Leader of the Opposition, Ms Jodi McKay MP and the Shadow Minister for Local Government, Mr Greg Warren MP.

CARRIED

10 QUESTIONS WITH NOTICE**QUESTIONS WITH NOTICE****RESOLUTION 098/2021**

Moved: Cr Doug Phillips

Seconded: Cr David Graham

The Questions with Notice from Councillors and related responses from Council officers be noted.

CARRIED

URGENT ITEM

AT THIS STAGE OF THE MEETING CR SHEAHAN REQUESTED THAT COUNCIL CONSIDER A MATTER RELATING TO THE PROPOSED TUMBLONG COOTAMUNDRA RAIL TRAIL AS A MATTER OF URGENCY.

RESOLUTION 099/2021

Moved: Cr Doug Phillips

Seconded: Cr David Graham

That the matter of the Proposed Tumblong Cootamundra Rail Trail be dealt with as a matter of urgency.

CARRIED

In accordance with the resolution the Mayor opened consideration of this matter.

Moved: Cr Sheahan

Seconded: Cr Bowden

That Council pass correspondence provided by Mr Ian and Mrs Angela Doughty to the Office of Local Government and reference recordings of meetings for an urgent written response and ruling and if, required a directive to resolve this matter.

On being put to the vote the motion in the names of Cr Sheahan and Cr Bowden was lost.

A Division was called with the voting record as follows:

VOTING RECORD	
FOR RESOLUTION	AGAINST RESOLUTION
Cr Leigh Bowden Cr Charlie Sheahan	Cr Abb McAlister (Mayor) Cr Dennis Palmer Cr David Graham Cr Gil Kelly Cr Penny Nicholson Cr Doug Phillips
ABSENT	DECLARED INTEREST
Cr Craig Stewart	Nil

8.1.10 RIVERINA LOCAL LAND SERVICES PARTNERSHIP WITH COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL - PLANNING FOR NEW OFFICE/DEPOT FACILITY IN GUNDAGAI - LATE REPORT

RECOMMENDATION

- 1. The Report on the Riverina Local Land Services Partnership with Cootamundra-Gundagai Regional Council - Planning for New Gundagai Office/Depot facility, Map of Lot 2 DP1111549 Block for Proposed Local Land Services Build and the Aerial Map of Lot 2 DP1111549 Block for Proposed Local Land Services Build, attached to the report, be received and noted.**
- 2. That Council delegate approval to the General Manager to enter into a long term lease with NSW Property for 0.5 hectares (approx.) of land over Lot 2 DP1111549, for the purpose of development of a new office and depot facility for the Local Land Services.**
- 3. That Council provides in kind support by assisting with earthworks for roads, drainage and development of a building pad on site.**

8.8.1 TENDER FOR SHERIDAN STREET UPGRADE (BLOCK 3) - LATE REPORT

RECOMMENDATION

- 1. The Tender for Sheridan Street Upgrade (Block 3) – Late Report be received and noted.**
- 2. The Open Tendering method be used for the Sheridan Street Upgrade (Block 3) project be endorsed.**
- 3. A further report be prepared and submitted for the consideration of Council at the completion of the tendering process.**

11 CONFIDENTIAL ITEMS

CLOSED COUNCIL REPORTS

RESOLUTION 101/2021

Moved: Cr Dennis Palmer

Seconded: Cr Doug Phillips

- 1. Item 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 Item be withheld from the press and public.

CLASS ACTION AGAINST JARDINE LLOYD THOMPSON PTY LTD

Provisions for Confidentiality

Section 10A (2) (g) – The Confidential Report contains advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Public Interest

It is considered that discussion of this matter in Open Council would, on balance, be contrary to the public interest as it may prejudice Council's ability to secure the optimum outcome for the community.

CARRIED

CLASS ACTION AGAINST JARDINE LLOYD THOMPSON PTY LTD

RESOLUTION 102/2021

Moved: Cr David Graham

Seconded: Cr Doug Phillips

Council not participate in the proceeding Richmond Valley Council v Jardine Lloyd Thompson Risk Solutions Pty Ltd, commenced on behalf of NSW Local Council's concerning Jardine Lloyd Thompson's conduct as the insurance adviser to NSW Local Councils.

CARRIED

11.3 RESUMPTION OF OPEN COUNCIL MEETING

RESOLUTION 103/2021

Moved: Cr Leigh Bowden

Seconded: Cr Penny Nicholson

The Open Council meeting resume.

CARRIED

11.4 ANNOUNCEMENT OF CLOSED COUNCIL RESOLUTIONS

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

The Meeting closed at 9:24pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 25 May 2021.

.....
CHAIRPERSON

.....
GENERAL MANAGER

6 MAYORAL MINUTES

6.1 MAYORAL MINUTE - RESIGNATION OF COUNCILLOR CRAIG 'STEWIE' STEWART

DOCUMENT NUMBER	348523
AUTHORISING OFFICER	Phillip McMurray, General Manager
REPORTING OFFICER	Abb McAlister, Mayor
ATTACHMENTS	Nil

Long serving councillor, Mr Craig 'Stewie' Stewart tendered his resignation of his position as Councillor on the Cootamundra-Gundagai Regional Council on Wednesday, 28th April, 2021 citing personal, work and health reasons.

RECOMMENDATION

The Mayoral Minute on the Resignation of Councillor Craig 'Stewie' Stewart be received and noted.

Craig Stewart, better known as "Stewie", has served his community since 2012, as a councillor in the former Cootamundra Shire Council then re-elected in the local government elections held September, 2017 served in the amalgamated Cootamundra-Gundagai Regional Council. Stating it was with great sadness that he was standing down as councillor, however, the decision to resign was the right one. It is a decision most of us will have to make at some time.

In his capacity as Councillor, Stewie attended many community events. He was always in attendance representing Council and laying a wreath at the ANZAC Commemoration Services in either Cootamundra or Stockinbingal. He Chaired the Cootamundra Heritage Centre s355 Committee meetings.

Stewie will be remembered as a champion of community groups going above and beyond to assist where he could when he could. He was always ready to lend a hand to committees and helped with maintenance. He is always ready to help any member of the community that came to see him. He made certain he was approachable to anyone and showed kindness and compassion to everyone. Those are pretty good actions to be remembered for.

On behalf of Council, the General Manager, Council staff I thank Stewie for his time and efforts in representing Council and Cootamundra and surrounding communities. He should be proud of his time spent serving a community that he loved. No doubt he will continue represent and care for the community he loves in his own capacity. We wish Stewie all the best for the future and any future endeavour he may undertake.

It should also be noted that due to former Cr Stewart's resignation being submitted within such close proximity of the impending local government elections scheduled to be held Saturday, 4th September, 2021, there is no requirement for a by-election to be held to replace that position on Council.

6.2 MAYORAL MINUTE - PROPOSED DEMERGER OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

DOCUMENT NUMBER	349460
AUTHORISING OFFICER	Phillip McMurray, General Manager
REPORTING OFFICER	Abb McAlister, Mayor
ATTACHMENTS	Nil

So as to keep Councillors and the community aware of my engagements on behalf of Council I intend to provide regular updates through my Mayoral Minutes.

RECOMMENDATION

- 1. Council notes the report and content of letters sent to the Premier and Deputy Premier.**
- 2. The community is encouraged to write to the Premier and Deputy Premier in support of a Demerger.**
- 3. Council obtains legal advice with a view to taking action in negligence against the NSW Government and KPMG seeking damages to cover the financial losses incurred as a result of the forced amalgamation.**
- 4. An appropriate increase within legal services budget be included to cover legal costs.**

Introduction

As Council is aware, we are waiting on the Minister of Local Government to make a determination of the Demerger proposal following the Boundaries Commission review. I am made aware that the decision is imminent.

Accordingly, I have taken a further opportunity to write to the Premier and Deputy Premier on 17th May, 2021 with the facts below:

“Since proclamation on 12th May, 2016 of the forced amalgamation of the former Cootamundra and Gundagai Shire Councils to the current Cootamundra-Gundagai Regional Council (CGRC), it has become a financial disaster of gigantic proportions.

Five years on CGRC has seen \$28M in accumulated losses. IPART has just approved a Special Rate Variation application for 53% over the next 4 years, to stay solvent. Further losses of \$17M are forecast over the next 10 years. We have limited ability now to support our communities. The future looks dim with job losses, service cuts, and more SRV's. A social disaster.

CGRC have prudently undertaken professional financial sustainability review and reform of the organization and implemented each recommendation, but the diseconomies of scale as a result of the merger are crippling us.

The only solution is to demerge this Council. This has been rigorously modelled in our submission to the Boundaries Commission. CGRC and the whole Community are reliant on this outcome. I urge you to support the Local Government Minister in taking that course of action in the current review.”

Discussion

The Governments merger proposal, which led to the proclamation in 2016, indicated that CGRC would achieve savings of \$3M over 20 years. The savings and efficiencies in that proposal were challenged at the time, following professional review, and the Government accordingly advised.

Five years on our budgets have accumulated losses of \$28M, a SRV costing our ratepayers \$27M over the next ten years, and a 10 year projection of \$17M more losses. So in essence the amalgamation forecasts are \$75M off track.

We have undertaken professional financial sustainability work and implemented each measure at the detriment of our communities, such as significant increases to our water, sewer, waste and fees and charges. We have also implemented cost saving and efficiencies and continue to do so. Our services will need to be continually cut, again at the social and financial detriment of our ratepayers and communities. Enough is enough.

Even with a 53.5% SRV over four years, we will not be financially sustainable according to the State government benchmarks. All we are doing is trying to stay solvent – and even that might be in doubt, depending on what happens in the future.

Our behalf of the community I feel that Council will need to obtain legal advice with a view to taking action in negligence against the NSW Government and KPMG seeking damages to cover the financial losses incurred as a result of the forced amalgamation. It is only fair that they right a wrong.

We put our case for a demerger to the government through the Boundaries Commission review. We want what the State government needs and wants – to have financially sustainable local governments and communities that feel they can prosper.

We had two ‘moderately’ sustainable Councils prior to amalgamation. When we separate, we will quickly dispense with diseconomies and return to our former cost structures. In addition we will have additional revenue from higher fees implemented last year as well as the proposed SRV. Logically this would have to dictate that both separated Councils would be more sustainable than they were at the time of the TCorp reviews (2013).

The Government need to decide in favour of de-amalgamation. For a one-off cost of \$1.75 million, the diseconomies get reversed and the additional revenues from the SRV and fee increases will start fixing the fiscal damage since 2016. Moreover, you will have a community that is *grateful* to the state government. *It is a no-brainer.*

We get the de-amalgamation which is what we need to fix the financial mess that past decisions have placed us in.

Council may also need to obtain legal advice with a view to taking action if the NSW Government does not agree to a demerger, challenging that decision.

It’s time for the public to get involved and ensure a sane decision is made.

I strongly encourage all our residents to share their sentiments once again with the Premier and Deputy Premier at this critical time in the deliberation of a demerger.

Contact details are provided below:

The Hon. G. Berejiklian, BA, DIntS, MCom MP

Premier

Member for Willoughby

Member of the Liberal Party

willoughby@parliament.nsw.gov.au

The Hon. G.D. Barilaro, M.P.

Deputy Premier,

Minister for Regional New South Wales, Industry and Trade

Leader of the Nationals

Member for Monaro

Member of the Nationals

monaro@parliament.nsw.gov.au

6.3 MAYORAL MINUTE - COUNCILLOR ENGAGEMENT FOR APRIL 2021

DOCUMENT NUMBER	349481
AUTHORISING OFFICER	Phillip McMurray, General Manager
REPORTING OFFICER	Marianne McInerney, Executive Assistant to the General Manager
ATTACHMENTS	Nil

So as to keep Councillors and the community aware of my engagements on behalf of Council I intend to provide regular updates through my Mayoral Minutes.

RECOMMENDATION

The information in the Mayoral Minute be received and noted.

25th April, 2021

On behalf of Council, Cr Kelly laid a wreath at the ANZAC Day Commemorative Dawn Service in Cootamundra.

Cr Nicholson and I attended the ANZAC Day Commemorative Dawn Service in Gundagai where I laid a wreath on behalf of Council.

On behalf of Council, Cr Palmer (Deputy Mayor) participated in the march and laid a wreath at the ANZAC Day Commemorative Service in Cootamundra.

On behalf of Council, I participated in commemorative activities and laid a wreath at the ANZAC Day Commemorative Service in Gundagai

On behalf of Council, Cr Stewart laid a wreath at the ANZAC Day Commemorative Dawn Service in Stockinbingal also attended by the Member for Riverina, the Hon. Michael McCormack, Deputy Prime Minister.

27th April, 2021

Cr Palmer (Deputy Mayor), Cr's Bowden, Graham, Kelly, Nicholson, Phillips and Sheahan, Phillip McMurray (General Manager) and I attended a Workshop in Cootamundra.

29th April, 2021

Phillip McMurray (General Manager) and I attended funding release for the French Street, Cootamundra upgrade through NSW Fixing Local Roads with Member for Cootamundra Steph Cooke, MP.

Phillip McMurray (General Manager) and I attended a Riverina Eastern Regional Organisation of Councils follow up Housing Shortage Project Workshop in Wagga Wagga.

Cr Nicholson attend the presentation of a Seniors Award by Member for Cootamundra, Ms Steph Cooke, MP to Mr. Alan Dundas.

Cr Nicholson attended a Soroptimist evening in Cootamundra.

30th April, 2021

Cr Nicholson, Cr Graham and I attended a community consultation on the proposed Masterplan of the Dog on the Tuckerbox site.

In my stead Cr Palmer (Deputy Mayor) attended Red Cross House, Cootamundra and officially opened the Food Bank.

3rd May, 2021

Cr Bowden attended The Coota District Co-op Steering Group meeting.

5th May, 2021

Cr Bowden attended a Cootamundra Aboriginal Working Party meeting.

6th May, 2021

Cr Bowden attended a Cootamundra Tourism Action Group s355 Committee meeting.

Cr Kelly Chaired a Bushfire Management Committee Meeting and the Rural Fire Service South West Slopes Liaison Committee Meeting at the South West Slopes Fire Control Centre in Harden.

8th May, 2021

Cr Palmer (Deputy Mayor), Cr Graham and I attended the official opening of the Cootamundra Rugby Club's Clubhouse.

10th May, 2021

Cr Bowden attended The Coota District Co-op Steering Group meeting.

Cr Nicholson and I attended a Gundagai Tourism Action Group s355 Committee meeting.

11th May, 2021

Cr Palmer (Deputy Mayor) and I attended a Strategic Planning for Residential and Industrial Land Development and Acquisition Working Party with Phillip McMurray (General Manager) and senior Council staff.

Cr Palmer (Deputy Mayor)Cr's Bowden, Graham, Kelly, Nicholson, Sheahan, Phillip McMurray (General Manager) and I attended a Councillor Workshop in Gundagai.

Cr Palmer (Deputy Mayor)Cr's Graham, Kelly, Nicholson and Sheahan, Phillip McMurray (General Manager) and I attended a Meet the Councillors session for potential candidates considering standing for the Local Government Elections to be held 4th September, 2021.

12th May, 2021

Phillip McMurray (General Manager) and I attended a Zoom Crisis Preparedness Workshop

14th May, 2021

I attended a Cootamundra Ex-Servicemen's and Citizens Memorial Club meeting.

15th May, 2021

Cr Bowden attended an Australian Local Government Women's Association Forum at Griffith.

16th May, 2021

I attended the Cootamundra Gun club School and Presentation.

17th May, 2021

Cr Bowden attended The Coota District Co-op Steering Group meeting.

18th May, 2021

Cr Bowden and I attended the Regional Red Cross Zone 19 Conference.

I participated in inspecting potential residential land sites in the Gundagai district.

19th May, 2021

I attended a Riverina Eastern Regional Organisation of Council's and Riverina Joint Organisation meeting in Wagga Wagga.

Cr Dennis Palmer (Deputy Mayor) Cr's Bowden, Nicholson and Sheahan, Phillip McMurray (General Manager) and I attended a farewell for (former councillor) Craig 'Stewie' Stewart.

7 REPORTS FROM COMMITTEES

7.1 MINUTES OF THE COOTAMUNDRA-GUNDAGAI LOCAL TRAFFIC COMMITTEE MEETING HELD ON THURSDAY 13 MAY 2021

REPORTING OFFICER	Julie Buckley, Operations Support Officer
AUTHORISING OFFICER	Phillip McMurray, 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 Cootamundra-Gundagai Local Traffic Committee Meeting held on Thursday 13 May 2021

RECOMMENDATION

- 1. The Minutes of the Cootamundra-Gundagai Local Traffic Committee Meeting held on Thursday 13 May 2021, attached to the report be received and noted.**
- 2. Council consider the recommendations, if any, contained within the Minutes.**

The Minutes of the Cootamundra-Gundagai Local Traffic Committee Meeting held on 13 May, 2021 are submitted for the information of Council and the community.

Minutes

COOTAMUNDRA-GUNDAGAI LOCAL TRAFFIC COMMITTEE MEETING

ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA

10AM, THURSDAY 13th May, 2021

Administration Centres: 1300 459 689

**MINUTES OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL
COOTAMUNDRA-GUNDAGAI LOCAL TRAFFIC COMMITTEE MEETING
HELD AT THE ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA
ON THURSDAY, 13 MAY 2021 AT 10AM**

PRESENT: Cr Charlie Sheahan (Chairman), NSW Police Leading Senior Constable - Paul Kemp, Local Electorate Representative - Gwen Norman and Greg Minehan – Manager Network & Safety Services Transport for NSW

IN ATTENDANCE: Anthony Carroll (Road Safety Officer), Mark Ellis (Manager Civil Works) and Matt Stubbs (Manager Technical Services)

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

Transport for NSW - Fazlul Hoque, NSW Highway Patrol Senior Constable - Greg Tarbit and General Manager - Phil McMurray

3 DISCLOSURES OF INTEREST

Nil

4 REPORTS

2.1 RV AND CARAVAN PARKING PARKER STREET COOTAMUNDRA

RECOMMENDATION

That signage be installed to indicate suitable RV and Caravan Parking along the western side of Murray Street, Cootamundra and, with consultation at the Cootamundra Ex-Servicemens & Citizens Memorial Club.

2.2 WATTLE TIME CELEBRATIONS 2021

RECOMMENDATION

That approval be given to the Cootamundra Development Corporation for the annual Wattle Time Parade and Fair to hold this year's event with the following road closures:

1. Closure of Murray Street between Adams and Bourke Street between 9:00am and 12:30 pm to assist with marshalling of the participants.
2. The closure of Adams Street from Murray Street to Parker street, the closure of Parker Street between Adams and Wallendbeen Street, the closure of Wallendbeen Street between Parker and Murray Street to hold the Street Parade between 11:55am and 1:00pm

3. **Closure of Murray Street from Adams Street to Bourke Street at the cessation of the parade to assist with the dis-assembly of the floats.**
4. **All businesses along the route be advised.**
5. **Appropriate COVID Safety Plans be adhered to.**
6. **A copy of their Certificate of Currency Insurance be provided to Council.**

2.3 SIGHT DISTANCE AT TRAFFIC ISLANDS

RECOMMENDATION

1. **That all appropriate Australian standard sight distances be applied in the design and aftercare of any traffic facility.**
2. **That Council monitors traffic and pedestrian movements and these be considered in the design of any traffic and pedestrian facilities.**
3. **That Council applies to Transport for NSW for speed zone reviews in the Cootamundra CBD area.**

2.4 REQUEST TO REINSTATE BUS STOP AT 886 OLYMPIC HIGHWAY COOTAMUNDRA

RECOMMENDATION

For the Committee's information as this is an agreement between bus operators and applicants for safe stops.

2.5 2021 UPCOMING EVENTS

RECOMMENDATION

For the Committee's information.

Cycle Events:

Hay Carters Saturday 15 May 2021

Coota Annual Sunday 16 May 2021

Aerodrome Events:

Coota 400 Friday/Saturday 21/22 May 2021

Runway Thrash 1 Friday/Saturday 4/5 June 2021

Wagga Car Club Saturday 19 June 2021

Runway Thrash 2 Friday/Saturday 17/18 September 2021

2.6 GENERAL BUSINESS

Noise on Temora Street, Cootamundra

Traffic noise along Temora Street Cootamundra has been reported. Traffic calming with the intention of reducing noise (Speed Zone reviews) to be investigated and applied.

Burley Griffin Way detour at Wallendbeen

The temporary Traffic Management Plan is to be monitored and reviewed noting the soft road closure at Stockinbingal.

Council has requested for assistance for the upgrade and maintenance of Stockinbingal Road Cootamundra, given the increased traffic on the Stockinbingal Road due to the detour at Wallendbeen.

Load limits and traffic control to be considered for Silo Road, Wallendbeen.

Tumblong Sylvia's Gap Road intersection with Hume Highway

Enhanced Stop Sign to be installed, advisory signs to be installed and road markings installed to warn road users of the Stop Sign conditions for the entrance to the Hume Highway. Council's responsibility.

One Way Traffic for Laneways in Cootamundra

A plan for the One Way traffic in laneways (Parker Lane, Cooper Lane, Sutton Lane) in Cootamundra to be considered.

The Meeting closed at 12:00pm.

The minutes of this meeting were confirmed at the Cootamundra-Gundagai Council Meeting held on 25 May 2021.

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CHAIRPERSON

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GENERAL MANAGER

7.2 MINUTES OF THE COOTAMUNDRA AERODROME USERS ADVISORY GROUP MEETING HELD ON WEDNESDAY 12 MAY 2021

REPORTING OFFICER	Julie Buckley, Operations Support Officer
AUTHORISING OFFICER	Phillip McMurray, 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 Cootamundra Aerodrome Users Advisory Group Meeting held on Wednesday 12 May 2021

RECOMMENDATION

The Minutes of the Cootamundra Aerodrome Users Advisory Group Meeting held on Wednesday 12 May 2021, attached to the report, be received and noted.

The Minutes of the Cootamundra Aerodrome Users Advisory Group Meeting held on 12 May, 2021 are submitted for the information of Council and the community.

Minutes

AERODROME ADVISORY COMMITTEE MEETING

ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA

9:30AM, WEDNESDAY 12th May, 2021

Administration Centres: 1300 459 689

**MINUTES OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL
AERODROME ADVISORY COMMITTEE MEETING
HELD AT THE ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA
ON WEDNESDAY, 12 MAY 2021 AT 9:30AM**

PRESENT: Cr Charlie Sheahan (Chairman), Paul Roberts, Scott Adams

IN ATTENDANCE: CRGC Staff: Mark Ellis, Andrew Brock, Madlin Snell, Darren Thompson

1 APOLOGIES

Clinton McKenzie, Col Adams and John Fleming

2 REPORTS

2.1 PROPOSED RV SITE FROM COOTAMUNDRA AERODROME

RECOMMENDATION

That the proposed RV parking area not proceed at the Cootamundra Aerodrome.

2.2 ANNUAL COOTAMUNDRA AERODROME USER FEES

RECOMMENDATION

- 1) That the annual recreational charge of \$250.00 per aircraft be levied to appropriate owners commencing in the 2021/2022 Financial year.
- 2) That a methodology be developed with the aerodrome businesses to determine an annual charge for business aviation activities.

2.3 FUTURE LAND USE AT COOTAMUNDRA AERODROME

RECOMMENDATION

- 1) That the area immediately to the west of Quinlan Drive be considered for new hangar sites and suitable development designs be undertaken.
- 2) The possibility of covered mooring sites be investigated on the existing grassed mooring site area.
- 3) Investigation and redesign of the area of the north east corner of the Aerodrome be undertaken.

2.4 WINDSOCK

RECOMMENDATION

The old Windsock stand be recommissioned to replace the existing Windsock at the western end of the main runway.

2.5 GENERAL BUSINESS

DERELICT PLANES

Letters have been sent to the owners of the derelict planes at the Cootamundra Aerodrome requesting their removal or other arrangements.

The Meeting closed at 10:35am.

The minutes of this meeting were confirmed at the Cootamundra-Gundagai Regional Council Meeting held on 25 May 2021.

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CHAIRPERSON

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GENERAL MANAGER

8 GENERAL MANAGER'S REPORT

8.1 BUSINESS

8.1.1 DOG ON THE TUCKERBOX DRAFT MASTERPLAN STUDY

DOCUMENT NUMBER	349459
REPORTING OFFICER	Phillip McMurray, General Manager
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	2. A prosperous and resilient economy: we are innovative and 'open for business' 2.2 Strategic land-use planning is co-ordinated and needs-based
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. Dog on the Tuckerbox Draft Master Plan - Submission - Izzy Perko

RECOMMENDATION

The Dog on the Tuckerbox Draft Master Plan Study be adopted as exhibited.

Introduction

At the ordinary Meeting held 30th March, 2021 Council resolved (Min. no 070/2021) that the Dog on the Tuckerbox Draft Masterplan Study be placed on Public Exhibition for no less than 28 days inviting submissions from stakeholders, the community and all interested parties. A further report was to come back to Council at the end of the public exhibition period and once community consultation had been undertaken.

Discussion

A Dog on the Tucker Box Working Party (the Party) was established comprising of representatives of Council, staff and the developer. The Party met on Thursday, 18th March, 2021 to discuss the Dog on the Tuckerbox Draft Master Plan Study (DMP).

As a working party of this proposed masterplan, Council has safeguarded the community ownership of the Dog on the Tucker Box site and ensured that it will remain accessible to everyone. Working in consultation with SuperStruct Group and their team has ensured the draft masterplan addresses the four key areas of investment Council required for the success of this site: preservation of the Dog on the Tucker Box and historic ruins, provision of public amenity, and a development that aligns with the local planning instruments.

The DMP, as presented, has incorporated key points requested by the Party, to ensure the historical amenity of the site was not lost with the redevelopment as it is the current charm and historical value of the site that brings many new and returning travellers to stop at the site.

The DMP provides an initial development framework based on the Draft Design Brief provided by Ethos Urban. The DMP allows for a staged roll out of simple buildings to form an overall precinct at the historic site.

The objectives will provide for a variety of tourist-oriented development and related uses and to recognise and promote the cultural significance of the “Dog on the Tuckerbox” installation at the Five Mile site at Gundagai.

The DMP outlines how the development will be staged and the type of enterprises that could be established at the popular tourist stop.

The existing landscape is to be persevered and heritage of the site respected. The architecture can be kept simple and perhaps somewhat rural with the use of galvanised steel, stone, concrete, and timber structures.

It is envisaged the buildings with gabled roof pavilions can be linked together with walkways, covered ways and landscaping. The arrangement of the buildings respects most of the mature trees and forms protected courtyards according to the DMP. The courtyards can contain several opportunities including, new and existing landscaping, gardens, outdoors seating, and sculptures. The Dog itself is central to the scheme and has ‘pride of place’.

The Public Exhibition period included a planned drop in morning on Friday, 30th April, 2021 where members of the community came and reviewed the master plan and discussed any concerns or queries with the developers, SuperStruct Group (SSG), and architects of the DMP. Approximately 20 people attended on the day.

The written submission period closed on 11th May, 2021, and only 1 response was received and is attached to the report.

In summary the public exhibition generated a very positive community response, with no items needing amendment on the DMP itself. Any specific feedback provided around items such as lighting, parking, sewerage management can all be addressed in the anticipated development application and construction certificate phase.

At its Ordinary Meeting held 26th February, 2021 Council resolved (Min. no.062/2019) that Paramount Concrete Constructions, now SSG, was selected as the preferred developer of the site.

A Call Option Deed (the Deed) between Council and SSG was executed in September, 2019 subject to conditions detailed in the Deed. The Option included the requirement that SSG, at their expense, prepare a Master Plan, addressing essential requirements stipulated by Council.

Clause 3 of the Deed specified that the exercise of the option to purchase the land is conditional upon CGRC adopting the Masterplan.

Clause 3.1 (a) details the aspects that are to be addressed in the Masterplan and clause 3.2 provides further detail on the preservation and enhancement of the Dog on the tuckerbox and the limestone ruins.

If there were aspects of the draft Masterplan that needed to be addressed or required clarification CGRC could request this from SSG as part of the draft Masterplan approval process. However Council

is satisfied that the DMP has addressed these conditions and the Party recommends Council approval of the DMP.

Should Council approve the DMP, the purchaser is then entitled to exercise the Option at which point the contract is deemed exchanged and both parties are bound to the terms of the contract.

Settlement of the contract is conditional on the latter of the following occurring:

1. The lodgement of a development application by the purchaser and approval by CGRC (special condition 38), or
2. The registration of subdivision to enable the Dog on the Tuckerbox and ruins to remain with CGRC (special condition 39).

The next step is the submission and approval of a development application. This is where CGRC can impose any conditions that it requires for the development application such as time frames, requirements as to binding subsequent owners with the requirements of the development application.

Final settlement will only occur once the development application is approved by CGRC (and subdivision) or if the purchaser does not accept the conditions imposed in the DA the purchaser can rescind the contract (special condition 38.13).

The Hume Highway's southern entrance of the site is an ongoing significant financial burden to Council in its current condition. A meeting request has been arranged between the Working Party, Member for Riverina, Minister for Infrastructure, Transport and Regional Development, the Hon. Michael McCormack, Deputy Prime Minister and Member for Cootamundra, Steph Cooke, MP and representatives of Transport for NSW to discuss the current condition and ongoing maintenance of the road. It is anticipated that an upgrade of the road will be required to accommodate the anticipated increase of traffic to the site and its integration with the Masterplan. At the time of writing this report a date is yet to be determined. The outcome of this meeting will be subject to a further report to Council.

The revitalisation of this site presents a great opportunity to make a substantial investment in our community through the creation of new jobs and revamping of a popular tourist attraction in the Gundagai area.

For many years, Council has recognised the important role the Dog on the Tucker Box plays in our community but have not had the financial capacity to reinvest the necessary infrastructure to bring it back to life. We welcome the proposed masterplan by SuperStruct Group as it ensures Council still retains ownership and also ensures the site gets the necessary investment it truly needs."

Feedback / Submission on

Dog on Tuckerbox Masterplan - 11 May 2021

From Mr Izzy Perko, [REDACTED], Gundagai NSW 2722

I attended the public exhibition presented by COX consultants, Brendan & Beau at the Gundagai Admin Centre on Friday 30 April 2021.

I was generally very impressed with the proposed development and feel that the development will enhance an otherwise sad and neglected area around the iconic Dog on Tuckerbox statue.

Just a few points I would like to add:

- It will bring added employment to the town of Gundagai
- It should speed up the urgent need for the NSW Government to build a well-designed vehicular ramp from the southbound lanes of the Hume Highway, hopefully like the highway overpass / interchange at Coolac, thus avoiding the current very dangerous situation of vehicles crossing the 110km/h fast and busy northbound lanes of the highway. This overpass would help all businesses situated on the western side of the Hume Highway, not just the proposed development

And a few points I would like council and developers to consider:

- In addition to the proposed Tesla Electric Vehicle Charging points, please add at least two of the popular NRMA Fast EV Chargers, which are free to use and currently available at Jugiong and Holbrook and work with most non-Tesla Electric Vehicles, such as the Mitsubishi Outlander PHEV Plug In hybrid electric car, which can charge from 0 to 80% full in about 35 minutes.
- The dog exercise area is a great idea, but a safer trend now favoured by overseas dog owners, especially in North America, is to segregate the exercise area by the size of the dogs, so that smaller breeds aren't attacked by larger breeds. Ideally there would be three distinct enclosures, one for small dogs, one for medium sized breeds and one for large (or "aggressive") breeds. Or two separated areas at the very least.
- The iconic and well-loved Dog on Tuckerbox statue should be well lit by warm coloured LED lights, both day and night, as the statue is very dark and not easily photographed especially when taken as a "selfie". Even the artist's impression on page 13 of the plan shows the dog as just a dark silhouette. The LED lights should be as close as possible to the actual statue, probably just slightly out of the base of the tuckerbox, pointing upwards at a 45 degree angle to the dog's face and body. And the statue should sit on a multi stepped platform so that adults and children can get up close to the dog and pat her, be photographed with her maybe even rub her nose like the popular *il Porcelino* statue in Macquarie St, Sydney. And needless to say, she should be very well bolted down, we don't want any more "knocking over" incidents. Perhaps even consider placing the dog and tuckerbox and pedestal on a turntable that either automatically or manually turns to face the sun. Good strong lighting is so fundamental to such a dark statue so as to provide a lasting photographic image of an iconic symbol of an iconic town like Gundagai.

(end of submission)

8.1.2 DRAFT 2021/22 OPERATIONAL PLAN AND ASSOCIATED DOCUMENTS

DOCUMENT NUMBER	347648
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.1 Decision-making is based on collaborative, transparent and accountable leadership
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	Local Government Act, 1993 - Sect 405 Local Government (General) Regulation, 2005 - Regs 201
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

Council resolve that the Draft 2021/22 Operational Plan, inclusive of the Draft Revenue Policy, Draft Fees and Charges, Draft Budget and Draft Long Term Financial Plan, be placed on public exhibition for a period of 28 days.

Introduction

Section 405 of the Local Government Act, 1993 outlines a number of provisions for Council to comply with including:

- A council must have its operational plan adopted before the beginning of each (financial) year.
- An operational plan must include a statement of the council's revenue policy for the year covered by the operational plan and must include the statements and particulars required by the regulations.
- A council must give public notice of the draft indicating that submissions may be made to the council at any time during the period (not less than twenty eight (28) days) that the draft is to be on public exhibition.
- The plan must have a map that shows those parts of its area to which each category and sub-category of the ordinary rate and each special rate included in the draft operational plan applies.
- In deciding on the final operational plan to be adopted, a council must consider any submissions that have been made concerning the draft plan.
- The council must post a copy of its operational plan on the council's website within 28 days after the plan is adopted.

Discussion

The 2021/22 Draft Operational Plan is the annual statement outlining the delivering of elements of both the adopted 10 year Community Strategic Plan and the associated 4 year Delivery Program, and is comprised of the following elements:

- Part 1 - Overview
- Part 2 - Actions, (Projects and Activities) for the next financial year
- Part 3 - Revenue Policy
- Part 4 - Long Term Financial Plan which includes the Budget
- Part 5 - Fees and Charges

Following Council's endorsement of the draft 2021/22 Operational Plan for public exhibition, it will be made available for inspection at the Council Offices, Libraries and on Council's website.

Section 405 of the Local Government Act 1993 requires that the period of public exhibition must not be less than 28 days. It is proposed that the public exhibition period be from Wednesday, 26 May 2021 to 3pm Wednesday, 23 June 2021. Notice of the exhibition of the draft Operational Plan and invitation for submissions will appear in the Council Snippets and Newsletter. It will also be published on Council's website and Social Media.

Following conclusion of the public exhibition period a further report on the 2021/22 Operational Plan will be submitted to Council on Tuesday, 29 June 2021, including all submissions received.

The Draft Operational Plan and associated documents will be provided as a late attachment, the day of the council meeting.

8.1.3 DELIVERY PROGRAM/OPERATIONAL PLAN QUARTERLY PROGRESS REPORT

DOCUMENT NUMBER	348310
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.1 Decision-making is based on collaborative, transparent and accountable leadership
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	In accordance with section 404(5) of the Local Government Act, 1993.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Q3 Progress Report Update ↓

RECOMMENDATION

The Delivery Program incorporating the Operational Plan 2020/21, quarterly progress report, (3rd Quarter 1 January – 31 March, 2021), attached to the report, be received and noted.

Discussion

Section 404 (5) of *the Local Government Act, 1993* requires that ‘The general manager must ensure that regular progress reports are provided to the council, reporting as to its progress with respect to the principal activities detailed in its delivery’.

Accordingly, attached to this report is the quarterly progress report outlining the extent to which performance measures and targets, set out in the Delivery Program and Operational Plan, have been achieved during the third quarter of the reporting year; that is between 1st January and 31st March, 2021.

The next progress report will be presented to Council at the Ordinary Meeting of Council to be held 31st August, 2021 and will consist of status updates for actions within the 20/21 Operational Plan (4th quarter reporting period of April-June, 2021).

Delivery Program / Operational Plan

Quarterly Progress Report

2020/2021 Q3

1: A vibrant and supportive community: All members of our community are valued

1.1: Our Community is inclusive and connected

1.1a: A range of programs, activities and events are delivered and promoted across the region to create opportunities for all members of our community to come together and strengthen community cohesion.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Deliver a range of programs, activities and events and ensure they are planned, promoted and executed in an efficient, inclusive and professional manner.	1.1a (1)	Develop and revise protocols for Civic Events and Ceremonial Functions based on latest Covid-19 advice	Business Coordinator	Completed	Minor revision made in relation to Covid, did not require approval of council as per councils policy creation policy. Policy will be reviewed again as per normal policy schedule.
Work with our community to promote community spirit by assisting with the administration, organisation and promotion of events and community gatherings as required.	1.1a (2)	Develop and conduct a community survey to gauge community interests and expectations regarding local events and activities	Business Coordinator	Not Due to Commence	Survey withdrawn at this time. Consultation with Tourism Economic Development Officer to continue when resources allow.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Encourage the development of initiatives to welcome new residents and make them aware of the opportunities which exist in the local government area.	1.1a (3)	Develop and retain current centralised information on the LGA's attributes in the towns and villages including features, events and service, and promote and make available, livability information via council's website	Manager Community and Culture	Ongoing	Constantly updating information as it comes to hand on the Visit Cootamundra, Visit Gundagai and Gundagai/Coota Local Websites.
Provide modern, vibrant and relevant library services, programs and activities to the community in conjunction with Riverina Regional Library (RRL).	1.1a (4)	Consider the needs of stakeholders in developing library collections and services in line with Covid-19 requirements	Manager Community and Culture	Ongoing	Patrons are encouraged to suggest new purchases and new authors to add to our standing order list. Many items are now available via audio or e-books.
	1.1a (4)	Implement program to encourage Library membership and increase overall membership numbers	Manager Community and Culture	Ongoing	Promoting library services such as ancestry and borrow box to attract new members. RRL now has function to join online.

1.1b: Cultural and arts facilities and services are promoted and supported.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Build and sustain partnerships with cultural and arts bodies, and the local arts community, to support activities and to secure funding for cultural and arts development in the local government area.	1.1b (1)	Pursue available grant opportunities	Manager Community and Culture	Ongoing	Letter of support to TACC funding application.
Provide assistance to art and cultural bodies to promote and develop programs and facilities.	1.1b (2)	Establish new protocols for the operation and management of 'The Arts Centre Cootamundra'	Manager Community and Culture	Ongoing	New chair has implemented new operating model.
Undertake development of Cootamundra library outdoor area.	1.1b (3)	Develop outdoor space adjoining the Stephen Ward Rooms Cootamundra Library for indoor/outdoor meeting space	Manager Facilities	In Progress	Designs have been updated. Work to commence next financial year.

1.1c: Local groups, clubs, and volunteer organisations are recognised, promoted and supported.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Ensure the best interests of local volunteer and community organisations are promoted where ever possible.	1.1c (1)	Identify appropriate avenues to promote and support the best interests of local volunteer and community organisations where ever possible	Manager Community and Culture	Ongoing	New information on Facebook focusing on highlights at local museums. Visitor numbers in newsletters for community interest/support.
Encourage volunteerism across the local government area.	1.1c (2)	Identify appropriate avenues to promote, support and encourage volunteerism across the local government area	Manager Community and Culture	Ongoing	Promotion of opportunities through new residents pack, social media, newsletters and web. Liaised with Elouera re volunteering at Bradman's Birthplace in the garden.
Provide support and funding where possible to support a range of community groups deliver positive outcomes for the local community.	1.1c (3)	Investigate funding opportunities	Manager Community and Culture	Ongoing	A range of staff have assisted community groups with funding applications and letters of support.

1.1d: Recognise and value the importance and uniqueness of the history and heritage of our area and its communities.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Continue to provide and maintain the local museums both as a repository and for public viewing of valuable local historical memorabilia.	1.1d (1)	Continue to provide and maintain local museums	Manager Community and Culture	Ongoing	New volunteers inducted at Bradman's Birthplace and Old Gundagai Gaol.
Seek funding opportunities for the conservation and enhancement of local historical buildings and structures and undertake these activities.	1.1d (2)	Investigate funding opportunities	Manager Community and Culture	Ongoing	Awaiting the outcome of funding application for the Gaol. Further funding being sought for repairs at Bradman's Birthplace.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Facilitate the coordination and promotion of the different historical groups and heritage assets within the local government area.	1.1d (3)	Identify ways to promote the different historical groups and heritage assets within the local government area	Manager Community and Culture	Ongoing	Attended meetings where possible. Act as a conduit for information and respond to public enquiry.

1.1e: Develop and implement a range of activities and initiatives which promote a culture of accessibility and inclusiveness.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Develop and implement accessibility strategies as identified in the Disability Inclusion Access Plan.	1.1e (1)	Advocate for access to respite services for carers of disabled children	Manager Community and Culture	Not Yet Commenced	At this stage services are still not available locally.
	1.1e (1)	Advocate for the allocation of more resources for education, early intervention and childcare for children with a disability	Manager Community and Culture	In Progress	Ongoing.
	1.1e (1)	Ensure information concerning accessible public transport including Community Transport is readily available	Manager Community and Culture	In Progress	Still awaiting new Council website.
	1.1e (1)	Ensure signage on Council buildings is clear and easy to read	Manager Community and Culture	Completed	New signage installed. Manager of Facilities is aware of need to update signage as resources allow.
	1.1e (1)	Ensure that the needs of all stakeholders are considered on all Council committees	Manager Community and Culture	Ongoing	Where items require input they are given to the Access & Inclusion Committee to review. Individual Managers are tasked with making sure this happens.
	1.1e (1)	Ensure the Council's Community Strategic Plan considers barriers to an inclusive community and any issues raised	Manager Community and Culture	Ongoing	DIAP Actions included in Community Strategic Plan.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	1.1e (1)	In reviewing Council purchasing policy consider ways we can better support businesses which employ people with disabilities	Business Coordinator	Completed	Procurement policy updated and adopted in January 2020. Procurement Procedures and Guidelines updated in June 2020.
	1.1e (1)	Provide appropriate information on the available access in promotional material for community and tourism events	Manager Community and Culture	In Progress	Waiting for new Council website.
	1.1e (1)	Provide opportunities for stakeholders to easily report access concerns	Manager Community and Culture	Ongoing	Council has a complaints process and members of the Access Committee can also report issues.
	1.1e (1)	Provide support to community organisations in seeking funding for accessibility and inclusion projects	Manager Community and Culture	Ongoing	Supported projects being undertaken as requested.
	1.1e (1)	Review Council documents to make them easy to complete for people of all abilities. All forms to include how people can access assistance in completion	Manager Community and Culture	Ongoing	Coordinator business to complete as resources allow.
	1.1e (1)	Update existing Council channels to ensure that they have the ability to include access information and other stakeholder requirements, and that this is collected	Manager Community and Culture	Ongoing	Coordinator business to update as resources allow.
	1.1e (1)	When updating mapping and websites include access information on facilities and activities	Manager Community and Culture	Ongoing	Coordinator business to update as resources allow.
Develop and implement a Youth Strategy which meets the needs of young people within our community.	1.1e (2)	Implement Youth Strategy	Manager Community and Culture	In Progress	Draft to April Council meeting for adoption.

1.2: Public spaces provide for a diversity of activity and strengthen our social connections

1.2a: Maintain and enhance the amenity of our main streets and public spaces so that they are attractive, clean and people feel safe.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Enhance the amenity and appearance of our towns' main streets.	1.2a (1)	Commence intersection improvements for the corner of West and Sheridan Streets in Gundagai	General Manager	In Progress	All pavement works are completed. Awaiting line marking and landscaping.
	1.2a (1)	Commence preparation for the creation of a Masterplan for Cootamundra CBD	Manager Community and Culture	In Progress	Further funding needs to be sought for access upgrades. Looking at opportunities for funding an audit through SCCF4.
	1.2a (1)	Implement upgrades to main street and public spaces as funded by grants	Manager Community and Culture	In Progress	Upgrades to be completed this year. Further funding will be sought for Cootamundra.
Provide and maintain a clean and attractive streetscape.	1.2a (2)	Provide an attractive streetscape, by implementing the strategies identified in the Public Open Spaces Strategy	Manager Community and Culture	Ongoing	Strategies are being implemented as resources allow.
	1.2a (2)	Provide an attractive streetscape, by implementing the strategies identified in the Public Open Spaces Strategy	Manager Waste, Parks & Rec Services	In Progress	4x Urban Canopee's have been installed and now completed, 18 shade shelters have commenced to being installed and are on schedule to be completed by the end of May 2021, gardens and tree planting will commence by the end of May. There has been a hold up on works due to inability to obtain accommodation in town.
Plan for and manage the construction of public space upgrades as funding permits.	1.2a (3)	Investigate options for improving access to local businesses	Manager Community and Culture	In Progress	Access Review will be considered in last quarter works of Parker Street Upgrade.

1.2b: Promote our sense of identity and enhance the attractiveness of our region by investing in town and village entrances.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Improve the amenity of town and village entrances.	1.2b (1)	Continue signage upgrades for entry to towns and villages	Manager Community and Culture	In Progress	Signage installed at Gundagai and Cootamundra. Some villages will have further signage.

1.2c: Encourage the wide-spread use of open spaces and community facilities by ensuring they are welcoming, accessible, maintained and managed for everyone to enjoy, and that they continue to meet the needs of our community.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Maintain and improve Council buildings and properties in accordance with asset management plans.	1.2c (1)	Consider accessibility when planning and delivering future Council building upgrades	Manager Facilities	Completed	Accessibility for all new builds are considered and part of the planning process.
	1.2c (1)	Design new Council developments with accessibility to the main entrance	Manager Facilities	Completed	As part of the planning/design process, accessibility is considered and reviewed by an access consultant.
	1.2c (1)	Investigate modifications to Council buildings to improve accessibility for staff	Manager Facilities	Completed	Investigations continue. Budget being reviewed.
Maintain and improve Council library facilities.	1.2c (2)	Create post Covid-19 programs to cater for ongoing service delivery to isolated residents	Manager Community and Culture	Ongoing	New COVID delivery models still being undertaken.
Maintain and improve Council's parks and recreation and sporting facilities.	1.2c (3)	Complete revitalisation works to Council Parks, Gardens and Sporting Grounds across the local government area	Manager Waste, Parks & Rec Services	Ongoing	Maintenance levels are being maintained in accordance with allotted funds available.
	1.2c (3)	Maintain Sporting Grounds as per the current adopted schedules and specifications	Manager Facilities	Ongoing	Sporting Grounds are maintained as per the current schedules and specifications.
Co-ordinate the provision of Council facilities for community use.	1.2c (4)	Maintain public open spaces, and identify and manage capital improvement as detailed in the Public Open Spaces Strategy	Manager Waste, Parks & Rec Services	Ongoing	Maintenance levels of infrastructure assets are currently not being maintained due to a vacant position not yet filled.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	1.2c (4)	Maintain public open spaces, and identify and manage capital improvement as detailed in the Public Open Spaces Strategy	Manager Facilities	Ongoing	Public open spaces are maintained and capital improvements are identified and managed as per the Public Open Spaces Strategy.
Investigate options to work in partnership and enter into joint venture arrangements to make better use of facilities within the local government area.	1.2c (5)	Revise Council representation and liaison with relevant Section 355 Committees	General Manager	In Progress	Workshop between council staff and Councillors to be held to discuss potential changes to s.355 Committee arrangements.

1.3: Our community members are healthy and safe

1.3a: A broad range of services are provided and supported to meet the needs of all members to promote personal health and well-being and encourage a healthy lifestyle.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Continue to consult with local health services providers and identify and advocate for opportunities to improve the quality and range of health services provided in the local government area.	1.3a (1)	Initiate and participate in Community Drug, Alcohol and Mental Health first response meetings	Manager Community and Culture	Ongoing	Attend meetings, when they occur, and provide assistance, where able.
	1.3a (1)	Participate in Interagency Network opportunities	Manager Community and Culture	Ongoing	Attend meetings, when they occur.
Promote a wide range of health and community services offered by various agencies in the local government area.	1.3a (2)	Utilise available mediums for promotion of services	Manager Community and Culture	Ongoing	Waiting for new website.
Provide and maintain Mirrabooka Community Centre building to facilitate health and welfare needs of the community.	1.3a (3)	Undertake continued improvements at Mirrabooka Community Centre	Manager Community and Culture	Completed	Complete.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Promote programs which encourage healthy lifestyle choices and activities.	1.3a (4)	Promote programs which encourage healthy lifestyle choices and activities as identified in the Recreation Needs Study and Open Spaces Strategy	Manager Waste, Parks & Rec Services	Ongoing	There has been no budget allocation for this function/task to be implemented.
	1.3a (4)	Promote programs which encourage healthy lifestyle choices and activities as identified in the Recreation Needs Study and Public Open Spaces Strategy	Manager Facilities	Ongoing	Promoting programs when identified. Seeking additional funding to develop activities.

1.3b: Provide opportunities for the recreational and active use of parks, sporting facilities and swimming pools by ensuring they are promoted, accessible, safe, maintained and managed, and meet the needs of all age groups.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Provide, maintain, renew and promote high quality sporting, swimming and active recreational facilities and programs for the community, active sporting associations and visitors.	1.3b (1)	Complete construction of Country Club Oval Clubhouse/Amenities Building	General Manager	Completed	Grand opening anticipated for end of April or early May 2021.
	1.3b (1)	Facilitate comprehensive consultation sessions with stakeholders, the public and users, to assist in the Implementation of the Public Open Spaces Strategy	Manager Facilities	In Progress	Ongoing discussions with sporting groups and end users are continuing.
	1.3b (1)	Facilitate comprehensive consultation sessions with stakeholders, the public and users, to assist in the Implementation of the Public Open Spaces Strategy	Manager Waste, Parks & Rec Services	Ongoing	All consultation has been completed with construction works now in progress.
	1.3b (1)	Finalise development of the Recreation Needs Study and Public Open Spaces Strategy	Manager Community and Culture	Completed	The Recreation Needs Study and Public Open Spaces Strategy is complete and adopted by Council.
	1.3b (1)	Finalise development of the Recreation Needs Study and Public Open Spaces Strategy	Manager Facilities	Completed	The Recreation Needs Study and Public Open Spaces Strategy is complete and adopted by Council.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	1.3b (1)	Finish improvements to the Gundagai Netball Courts lighting and amenities	Manager Facilities	In Progress	Lighting works are completed. Updated designs to amenities presented to user groups.
	1.3b (1)	Finish upgrade to Community Fitness infrastructure in Gundagai	Manager Facilities	In Progress	Construction underway. Anticipated to be completed by end of financial year.
Provide and maintain parks and gardens that are aesthetically pleasing, accessible and are available for passive recreational pursuits.	1.3b (2)	Complete maintenance and revitalisation works to Council Parks, Gardens and Sporting Grounds, in the Gundagai Area.	Manager Facilities	Ongoing	Ongoing, work is processing as per schedule.
Develop and implement an inspection and maintenance plan for playground equipment.	1.3b (4)	Continue undertaking routine playground maintenance and inspections as per the program, for Cootamundra	Manager Waste, Parks & Rec Services	Ongoing	Implemented as and when required and in accordance with council's program.
	1.3b (4)	Continue undertaking routine playground maintenance and inspections as per the program, for Gundagai	Manager Facilities	Ongoing	Routine playground maintenance and inspections are carried out as per the program, for Gundagai.
Undertake improvements to the Cootamundra and Gundagai swimming pool facilities.	1.3b (5)	Encourage the pool & gymnasium managers/leasees to conduct activities for people of all abilities	Manager Facilities	Ongoing	Continual discussions being had with lessee.
	1.3b (5)	Encourage the pool & gymnasium managers/leasees to conduct activities for people of all abilities	Manager Waste, Parks & Rec Services	Completed	This has been completed with the Cootamundra Aquatic Centre and Sports Stadium now being managed by private contractor, L&R Group. The operation will be monitored to ensure councils objectives and outcomes are achieved. As of date there has been no complaints received regarding the facilities or contractor but plenty of positive feedback from the community.
Work in partnership with active sporting associations, community groups and health providers to	1.3b (6)	Finish construction of the new facility building located at the Gundagai Netball Precinct as part of Recreation Master Plan	Manager Facilities	In Progress	Updated designs to amenities presented to user groups.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
ensure sporting facilities are fit for current and future community need.	1.3b (6)	Identify the current and future community needs of council's public open spaces, and implement the actions as per the Public Open Spaces Strategy	Manager Facilities	In Progress	Actions are being implemented as per the Public Open Spaces Strategy.
	1.3b (6)	Identify the current and future community needs of council's public open spaces, and implement the actions as per the Public Open Spaces Strategy	Manager Waste, Parks & Rec Services	Completed	All Cootamundra Open Spaces are maintained in accordance with available resources and funding. This has also been competed as part of the Recreational Needs Study undertaken back in 2019/2020.
Programs are developed to ensure the ongoing risk assessment and maintenance of Council facilities.	1.3b (7)	Carry out and document regular safety inspections and implement work activities that will ensure that all facilities are in a safe and working condition fit for purpose	Manager Waste, Parks & Rec Services	Completed	Implemented as and when required and in accordance with council's WH&S policy.
	1.3b (7)	Implement the 'Detail Works Activity Program'	Manager Waste, Parks & Rec Services	Completed	This is being achieved by the level and routine maintenance program that's in place and the further development of the community open spaces where and when funding allows. A detailed Open Space and Maintenance Activity Audit has been undertaken and completed. This report has identified Open Space Classifications, level of importance, maintenance specifications and Park Maintenance Priorities and scheduling etc.
	1.3b (7)	Investigate funding opportunities to enhance Council playgrounds, indoor and outdoor sporting and passive areas to enhance accessibility	Manager Waste, Parks & Rec Services	Ongoing	Grants are applied for as and when the opportunities arise.
	1.3b (7)	Investigate funding opportunities to enhance Council playgrounds, indoor and outdoor sporting and passive areas to enhance accessibility	Manager Facilities	Ongoing	Sourcing additional funding (grants) to design master plans.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	1.3b (7)	Review existing footpath network and facilities to determine upgrade and connectivity improvement requirements	Manager Technical Services	Ongoing	PAMP creation in progress. Footpath has been replaced on West St adjacent to the services club with other priorities being identified.
	1.3b (7)	Review existing footpath network and facilities to determine upgrade and connectivity improvement requirements	Manager Civil Works	Ongoing	Monthly inspections completed. Defects identified and repaired where necessary, or prioritised for repairs. Extension of path completed in Nicholson park. Works planned to commence next quarter on path along Muttama Creek behind Ex-Service Club carpark.

1.3c: Work with key partners and members of our community to maintain low levels of local crime and deliver community safety.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Work in partnership with local agencies to identify and advocate for opportunities to improve overall community safety.	1.3c (1)	Road Safety Officer to work in partnership with RMS on RMS Road Safety Campaigns	Manager Civil Works	Ongoing	RSO continuing in working partnership with TfNSW. Road safety projects and programs ongoing.
Develop and operate safe food handling and public health controls.	1.3c (2)	Implement a Food Safety Education Scheme by promoting the benefits of food safety to our communities and educating operators on food safety practices	Manager Development, Building and Compliance	Ongoing	This is a measure that will continue to be ongoing. Food Safety Advice is provided to operators during inspections, either annual compliance or in response to complaints.
A range of programs are supported, promoted and controlled to encourage and enforce responsible companion animal ownership.	1.3c (3)	Analyse data captured through Companion Animals Management System (CAMS) for resource reviews	Manager Regulatory Services	Ongoing	Monthly Report submitted to Council, with CAMS data outlining all animals seized and actions taken.
	1.3c (3)	Conduct two (2) Education and Awareness Days in regard to Companion Animals	Manager Regulatory Services	Completed	Two (2) days conducted one (1) at Cootamundra and one (1) at Gundagai in conjunction with microchip days. Completed for 2020/21.
	1.3c (3)	Conduct two (2) Free Microchipping Days for Companion Animals	Manager Regulatory Services	Completed	Two (2) events completed for 2020/2021.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	1.3c (3)	Continue Companion Animals Audit	Manager Regulatory Services	Ongoing	Monthly update report submitted to Council, on registrations captured through the Companion Animals Audit.

1.3d: Deliver dependable emergency service management practices and responses which protect our community members.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Co-ordinate between the District and Local Emergency Management Committees and provide effective emergency management assistance as required.	1.3d (1)	Liaise with the District and Local Emergency Management Committees to ensure coordination of Emergency Management assistance	Manager Regulatory Services	Ongoing	Four (4) meetings held each year, along with regular communication with other Local Emergency Agencies.
Develop and maintain effective and well tested emergency management plans.	1.3d (2)	Conduct annual review and update of the Local Emergency Management Plan and Emergency Management Procedures	Manager Regulatory Services	Ongoing	Continue to work with Local Emergency Organisations to develop a stronger CGRC Local Government Emergency Management Plan.
Maintain an active involvement and positive relationship with FRNSW, RFS and SES, Health, Ambulance, Police, Local Land Services and all emergency services organisations within the legislative framework and for the benefit of the community.	1.3d (3)	Liaise with Local Emergency Operations Controller to ensure coordination of emergency management assistance	Manager Regulatory Services	Ongoing	Regular meetings held and communication had between the Police LEOCON and Councils LEMO.
Provide administrative support for the co-ordination of the various emergency services to provide the most effective disaster management for the community.	1.3d (4)	Establish and equip functional Emergency Operations Centres at Cootamundra and Gundagai	Manager Regulatory Services	In Progress	Gundagai EOC still requires more equipment and resources to become functional. Transportable resources currently utilised.
	1.3d (4)	Provide administrative support to emergency management meetings	Manager Regulatory Services	Ongoing	Councils LEMO provides regular updates to all Agencies and four (4) meetings are held each year with all Combat Agencies.

2: A prosperous and resilient economy: We are innovative and open for business

2.1: The local economy is strong and diverse

2.1a: Develop and deliver strategies which support the economic sustainability of the Cootamundra-Gundagai region.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Develop and implement an integrated Tourism and Economic Development Strategy for the Cootamundra-Gundagai region.	2.1a (1)	Analyse 'standardised visitor data' to build a visitor profile	Manager Community and Culture	Completed	Completed plans, now implementation underway.
	2.1a (1)	Arrange two (2) annual joint meetings with the Cootamundra Tourism Action Committee and the Gundagai Tourism Action Committee	Manager Community and Culture	In Progress	Next meeting October.
	2.1a (1)	Commence preparation for creating and maintaining Council's tourism websites	Manager Community and Culture	Completed	Complete - ongoing updates.
	2.1a (1)	Consider Assess Trails, Art Trails and Walking and Riding Trails, in budget development deliberations inclusive of capital and operational expenditure	Manager Community and Culture	In Progress	Have provided feedback on PAMP with relation to other strategies to RSO.
	2.1a (1)	Coordinate a workshop with businesses and Tourism Action Committees to plan for growth in the visitor economy held	Manager Community and Culture	In Progress	Cootamundra meeting October.
	2.1a (1)	Determine costing and funding source for an LGA wide promotional documentary	Manager Community and Culture	In Progress	Funding application submitted.
	2.1a (1)	Implement 'standardised visitor data capture'	Manager Community and Culture	Completed	Complete.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	2.1a (1)	Implement masterplan improvements to Heritage Centre and have shovel ready for grant applications	Manager Community and Culture	In Progress	Funding application submitted for works including master-planning.
	2.1a (1)	In collaboration with investors/owners, assist in the creation of a masterplan for an outlet for local produce at the Old Gundagai Mill site	Manager Community and Culture	In Progress	Funding application submitted for further funds to make building safe.
	2.1a (1)	Prepare update reports to Council on achievements, against the action plan contained in the Tourism and Economic Development Strategy	Manager Community and Culture	Ongoing	Updates provided through the IP&R process.
	2.1a (1)	Secure and develop The Motorcycle Collection as a tourism attraction in Cootamundra	Manager Community and Culture	Ongoing	Suitable site yet to be acquired.
Work in partnership with individuals, the private sector, other agencies and levels of government to deliver economic development initiatives.	2.1a (2)	Facilitate and host a meeting with businesses across the LGA annually to discuss business conditions and issues impacting growth	Manager Community and Culture	Ongoing	Meetings being held October. In the mean time getting information from the CDC and GREG.
	2.1a (2)	Identify businesses who would partner with Council in a program of regularly updated information distributed from their premises	Manager Community and Culture	Completed	Information provided at Cafes and accommodation businesses.
Implement strategies which encourage the growth of the local population.	2.1a (3)	Participate in Country Change initiative	Manager Community and Culture	Ongoing	Provided up to date information for campaigns and responded to new resident enquiries.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Actively seek and apply for funding opportunities which deliver additional income and contribute to community objectives.	2.1a (4)	Pursue available grant opportunities	General Manager	In Progress	Submitted application for Fixing Country Bridges, Local Roads Round 2 and Building Better Regions Fund.

2.1b: Develop and implement land-use strategies and management practices which protect our agricultural sector.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Work with land-owners, farmers and other agencies to advocate for the protection of the local agricultural sector through an effective land-use strategy.	2.1b (1)	Implement Rural Land Strategy	Manager Development, Building and Compliance	In Progress	The actions from the Rural Lands Strategy have been included in Council's adopted and published Local Strategic Planning Statement (LSPS). The timelines for the implementation of the various actions are as outlined in the LSPS. The recommendations of both these documents will be used to inform and develop Council's consolidated comprehensive Local Environmental Plan and supporting documents.
Develop and operate development control systems which support the protection of agricultural land.	2.1b (2)	Develop new LEP and DCP	Manager Development, Building and Compliance	In Progress	Background data collection is nearing completion. The development of a comprehensive LEP and DCP will not be fully implemented until a determination in relation to the demerger proposal is known as per Governmental advice.
Provide, maintain and upgrade as funding permits the saleyards facility which allows the regular sale of animals from this and surrounding districts in a suitable environment.	2.1b (3)	Continue to maintain Saleyards Facility	Manager Regulatory Services	Completed	Full time Regulatory attendant employed to maintain facility.

2.1c: Ensure transportation networks link our local government area with other regional centres and cities and support economic, environmental and community needs.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Work with key partners to explore and advocate for opportunities to better utilise and develop transportation and freight networks which meet our community needs.	2.1c (1)	Investigate options to better use and develop transportation and freight networks in the Local Government area	Manager Community and Culture	Ongoing	Ongoing.

2.1d: Ensure communication and electronic technologies are accessible to all, meet the current and future needs of our community, and provide consistent and reliable coverage across the local government area.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Promote the development of efficient telecommunications technology for business, land owners, education and health needs.	2.1d (1)	Continue to support and promote the NBN installation in the Local Government area, which drives high quality connectivity to meet business and student needs	Manager Community and Culture	Completed	NBN roll out supported and promoted where appropriate. Potential partnership with Wi-sky.
Support and advocate for the installation of the National Broadband Network across the local government area.	2.1d (2)	Facilitate provision of information on the NBN to the Community on Council's website	General Manager	Completed	NBN is now available in the LG area.
Offer and promote free public Wi-Fi internet access in key public spaces across the local government area.	2.1d (3)	Continue to offer free Wi-Fi service at Council Libraries and Administration Centres	Business Coordinator	Ongoing	Public Wi-Fi has been consistently available to designated areas.

2.1e: Identify, promote and incentivise the strategic and innovative investment opportunities that exist in our region.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Implement a range of initiatives which support and promote the sustainable development of the towns' Central Business Districts and industrial land.	2.1e (1)	Implement Cootamundra and Gundagai Town Strategies	Manager Development, Building and Compliance	In Progress	Preparatory work is underway to commence community consultation for the Gundagai Town Strategy.
Promote to the community and industry groups potential growth opportunities and development efficiencies.	2.1e (2)	Facilitate communication mediums for training and funding opportunities for businesses	Manager Community and Culture	Ongoing	Regular updates for a wide range of funding available recently direct to targeted businesses. CDC now also updating fortnightly.
	2.1e (2)	Identify value adding opportunities (use of new technology, processes and packaging, collaborations, shared transport costs, use of waste materials for new products etc.) to maximise the opportunities in the sectors where Cootamundra-Gundagai's competitive advantage exists	Manager Community and Culture	Ongoing	Identified opportunities in service industries - looking at suitable infrastructure to facilitate these.
Encourage growth in development and construction locally.	2.1e (3)	Develop factsheets for developing and building in the local area	Manager Development, Building and Compliance	Completed	Factsheets and checklists have been updated and are now on Council's website. Factsheets and information are monitored and updated as necessary when changes in policy or direction occur.

2.1f: Develop and strengthen effective partnerships with, and between, locally-based organisations and business operators to enhance connectivity and working together.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Work in partnership with agencies and other levels of government to support local businesses.	2.1f (1)	Facilitate and support local business training opportunities	Manager Community and Culture	Ongoing	Promoted training. At the moment this is mostly online due to COVID.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Work with key partners and local business owners, investors and employers to investigate, advocate for and promote opportunities for business development and networking.	2.1f (2)	Develop a list of available industrial land and publish quarterly updates on Council's website	Manager Community and Culture	Ongoing	Looking to expand available land as supply is an issue.
Maintain a close liaison and continue to work with Regional Development Australia.	2.1f (3)	Attend Regional Development Australia forums	Manager Community and Culture	Ongoing	Attending Regional Development Australia Forums.
	2.1f (3)	Participate in the Country Change Initiative	Manager Community and Culture	Ongoing	Participation in the Country Change Initiative is continuing.

2.2: Strategic land-use planning is co-ordinated and needs-based

2.2a: Develop integrated land-use strategies which meet the community's current and future needs.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Develop a new, comprehensive Local Environmental Plan for the local government area.	2.2a (1)	Commence preparation of new draft Development Control Plan	Manager Development, Building and Compliance	In Progress	Background data collection is nearing completion. The development of a comprehensive LEP and DCP will not be fully implemented until a determination in relation to the demerger proposal is known as per Governmental advice.
Identify and address current and future land-use needs through integrated strategic planning and development.	2.2a (2)	Commence preparation of new draft Comprehensive Local Environmental Plan	Manager Development, Building and Compliance	In Progress	Background data collection is nearing completion. The development of a comprehensive LEP and DCP will not be fully implemented until a determination in relation to the demerger proposal is known as per Governmental advice.
Provide accurate and timely advice regarding existing and	2.2a (3)	Inspections undertaken within 48 hours of notification	Manager Development, Building and Compliance	Ongoing	This is an ongoing measure, all inspections are undertaken within agreed timeframes.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
proposed development within the legislative scope of Council.	2.2a (3)	Responses to enquiries provided within 5 working days	Manager Development, Building and Compliance	Ongoing	80% of enquiries are responded to within allocated timeframes. More in depth responses that require research experience a longer timeframe due to the amount of work involved.

2.2b: Provide appropriate land-use development to meet market demand

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Develop and operate development control plans to ensure compliance with appropriate legislation and to achieve the best possible planning and development outcomes for the community.	2.2b (1)	Commence preparation of new draft Development Control Plan	Manager Development, Building and Compliance	In Progress	Background data collection is nearing completion. The development of a comprehensive LEP and DCP will not be fully implemented until a determination in relation to the demerger proposal is known as per Governmental advice.
Ensure that a supply of industrial and residential land is available at all times to facilitate the orderly expansion of the local government area.	2.2b (2)	Complete construction of roads and provisions of services for subdivision of industrial land at Turners Lane in Cootamundra	Manager Civil Works	Not Yet Commenced	Submitted project to Building Better Regions for Funding March 2021- awaiting outcome.
	2.2b (2)	Market and promote Bourke Estate residential subdivision in Gundagai	General Manager	Completed	All blocks under contract or under offer.
	2.2b (2)	Prepare preliminary planning proposal for Stage 2 of Claron Estate residential subdivision in Cootamundra, including access to the Cemetery	General Manager	In Progress	Obtained quotes for design works. Meeting had with local real-estate agents to determine best sizing of block layouts.

2.3: Tourism opportunities are actively promoted

2.3a: Develop and implement strategies which provide opportunities for increased tourism.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Develop and implement an integrated Tourism and Economic Development Strategy for the Cootamundra-Gundagai region.	2.3a (1)	Implement strategies from the Tourism and Economic Development Strategy	Manager Community and Culture	Ongoing	Implementation ongoing.

2.3b: Actively promote the local government area and local programs, activities and events to attract visitors to the region.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Work co-operatively with key partners to identify opportunities and to further promote the local government area to tourists and visitors.	2.3b (1)	Include access information on facilities and activities when updating mapping and websites	Manager Community and Culture	Ongoing	Including on tourism websites as upgrades take place. Co-ordinator business to include on Council sites with upgrades.
	2.3b (1)	Investigate options for the production of a Mobility Map	Manager Community and Culture	Ongoing	Website has this already (generated by user content). Probably don't need to do as it would be a double up.
Work with the community to develop a marketing strategy for the local government area as a tourist destination.	2.3b (2)	Develop Branding Marketing Strategy for Tourism and Economic Development of the Local Government Area	Manager Community and Culture	Completed	Implementation underway.
Ensure local programs, activities and events are actively promoted via a range of mediums to attract and encourage visitors and tourists.	2.3b (3)	Continue to maintain and promote Calendar of Activities, Programs and Community Events	Manager Community and Culture	Ongoing	Calendar of Activities, Programs and Community Events maintained and promoted.
	2.3b (3)	Implement a competitive application based events funding program in the LGA	Manager Community and Culture	Completed	Competitive application based events funding program implemented.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	2.3b (3)	Maintain Cootamundra Tourism Website, and continue production of Events Newsletter	Manager Community and Culture	Completed	Cootamundra Tourism Website maintained, and Events Newsletter continually produced.

2.3c: Invest in improvements to visitor amenity and experiences.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Provide and maintain Visitor Information Centres which meet the needs of tourists and visitors to our local government area.	2.3c (1)	Analyse Visitor Services Review and conduct further research as necessary	Manager Community and Culture	Ongoing	Agritourism strategy underway. Planning for extension to Cootamundra Heritage Centre.
Undertake a redevelopment of the Gundagai Visitor's Information Centre.	2.3c (2)	Re-develop the Gundagai Visitors Information Centre, including removal of internal visitors toilets, provision of a theatre space and accessibility improvements	Manager Community and Culture	In Progress	Plans with engineer.
Provide a high quality accommodation facility at the Caravan Parks in Cootamundra and Gundagai for the use of visitors.	2.3c (3)	Review existing Caravan Park facilities, recommend improvements and consider funding options	Manager Community and Culture	In Progress	Review undertaken January. Master planning currently being drawn by design engineer.
Undertake connection of water supply to the Dog on the Tuckerbox site.	2.3c (4)	Deliver infrastructure for water supply extension to Dog on the Tuckerbox site	Manager Assets	In Progress	Detail Design work is mostly completed except hydraulic transient analysis. Consultant engaged to do the REF identified that Bio diversity and aboriginal heritage assessment is required as part of the REF. A consultant is being engaged by PWA to do these activities.
Maintain and improve the tourism infrastructure, facilities and services in the local	2.3c (5)	Commence implementation of the recommendations of the Gundagai Gaol Masterplan	Manager Community and Culture	In Progress	Awaiting funding outcome.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
government area to make our area an attractive place to visit.	2.3c (5)	Develop Strategic Management Plan for WWII inland aircraft fuel depot	Manager Community and Culture	In Progress	Funding was reallocated elsewhere. Need to look at options again for the site.

2.4: Our local workforce is skilled and workplace ready

2.4a: Develop and implement strategies which increase the knowledge, skills and health of our local workforce.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Promote local employment and training opportunities within the Council organisation.	2.4a (1)	Develop Council Training Plan	General Manager	In Progress	Under development pending completion of Performance Reviews Program.
	2.4a (1)	Include consideration for disability inclusion in Council's Workforce Management Plan	General Manager	In Progress	To be considered within the review of the Workforce Management Plan next financial year.
	2.4a (1)	Include relevant discrimination legislation in EEO Policy, Staff Induction and Recruitment Training	General Manager	Completed	Relevant discrimination legislation has been considered and necessary updates have been made in relevant council documentation.
	2.4a (1)	Investigate barriers that exist for people with a disability and their carers in accessing employment in council positions and standing for council positions	General Manager	In Progress	Council has facilitated opportunities for employment of people with special needs.
Work with various agencies to promote a range of programs, activities and opportunities which improve the health, well-being and employability of our community.	2.4a (2)	Facilitate mediums to promote programs activities and opportunities offered in the local government area by other bodies	Manager Community and Culture	Ongoing	Promotion provided through websites, social media and email newsletters, and on request.

3: Sustainable natural and built environments: We connect with the places and spaces around us

3.1: The natural environment is valued and protected

3.1a: Develop and implement land-use strategies and management practices which enhance and protect our natural environments and biodiversity.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Develop and operate development control systems which ensure compliance with appropriate legislation and achieve the best possible environmental outcomes.	3.1a (1)	Continue to assess all development applications against environmental impact and legislative requirements	Manager Development, Building and Compliance	Ongoing	Templates for reporting and assessment have been developed and are used to ensure that all matters required by legislation, including environmental impact, are included in the assessment of development applications.
Provide and maintain a stormwater disposal system which minimises the carriage of pollutants from the stormwater system to the creek and river systems.	3.1a (3)	Complete upgrade of stormwater infrastructure in accordance with the priorities identified in the stormwater priority assessment report	Manager Civil Works	Ongoing	Works completed under current funding. Funding to be sourced for other identified projects.
	3.1a (3)	Complete upgrade of stormwater infrastructure in accordance with the priorities identified in the stormwater priority assessment report	Manager Technical Services	Ongoing	Priority works have been completed. Routine maintenance activities in progress within Gundagai to alleviate stormwater issues as required.
	3.1a (3)	Complete upgrade of stormwater infrastructure in accordance with the priorities identified in the stormwater priority assessment report	Manager Assets	In Progress	Storm water drainage programs identified previously, has been completed along Tor and West Streets in Gundagai. Further work will be identified at Cootamundra subsequent to Flood Risk Assessment and Management which is being done by WMA Water.
Develop and implement a street tree planting plan which enhances amenity and our natural environment.	3.1a (4)	Continue to undertake Street Tree Planting in accordance with Gundagai Street tree planning Masterplan	Manager Facilities	In Progress	Street Tree Planting works continues as per the Masterplan.

3.1b: Investigate and implement renewable energy technologies to reduce our environmental footprint.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Investigate, identify and promote opportunities that exist within the local government area for implementation of renewable energy technologies.	3.1b (1)	Negotiate terms of a power partnership agreement on various Council facilities	General Manager	In Progress	Have obtained quotes for Power Partnership Agreements that are under consideration.
Undertake a review of the environmental impact of Council-owned facilities and infrastructure and implement measures which Council's environmental impact.	3.1b (2)	Investigate funding sources for solar energy works for Council buildings	Manager Facilities	In Progress	Several council buildings have been successful with grant funded applications. Solar panels have been installed. Still sourcing more grants for further council buildings.

3.1c: Investigate and implement sustainable waste and water strategies.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Provide and maintain appropriate rubbish removal, disposal, recycling and greenwaste facilities in the most cost effective, environmentally sustainable and efficient manner.	3.1c (2)	Commence planning for construction of a re-use shop at Cootamundra Waste depot	Manager Waste, Parks & Rec Services	Ongoing	This is currently on hold pending report to Council and final approval in the 2021/2022 budget discussions.
	3.1c (2)	Commence planning for construction of Waste Facilities and methods of operation as determined by the Waste Implementation Plan	Manager Waste, Parks & Rec Services	In Progress	Estimates have been received for the preparation of LEMP's for the village Landfills and update of Cootamundra's LEMP.
	3.1c (2)	Undertake improvements at Gundagai Waste Depot as per the Waste Implementation Plan	Manager Waste, Parks & Rec Services	Ongoing	Currently no funding available for any further works. To be reviewed again as part of the 2021/2022 budget deliberations.
Provide a facility through which used chemical drums can be disposed of correctly.	3.1c (3)	Continue to provide a drum muster collection service each year at both Cootamundra and Gundagai	Manager Regulatory Services	Ongoing	drumMUSTER collections are offered throughout the year.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Reuse waste water to increase the amenity of Council parks, gardens and recreational facilities and to reduce the demand on the water supply.	3.1c (5)	Collaborate with Council departments to increase the use of re-treated water to Gundagai ovals	Manager Facilities	Ongoing	Re-treated water is being used on Gundagai ovals. Additional funding is required to expand current areas. Ongoing collaboration to continue.

3.1d: Deliver, encourage and support a range of programs, activities and projects that promotes awareness and encourages the active protection and sustainability of our natural environment.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Provide programs, information and services to our community to increase awareness of, and participation in, environmentally sustainable activities.	3.1d (1)	Investigate opportunities to use raw water	Manager Assets	In Progress	Draft report on Recycled Water Management Program associated with Gundagai Sewage Treatment Plant (STP) has been completed and comments are being provided to finalise Recycled Water Management system. Raw water access license has not been resolved due no approval granted by Water NSW / Natural Resources Access Regulator. Approval is being sought and followed up.
Provide programs, information and services to increase voluntary recycling and reuse to reduce waste to landfill.	3.1d (2)	Investigate funding opportunities and conduct community consultation and education sessions for the materials recovery facility	Manager Waste, Parks & Rec Services	Ongoing	Grants are applied for as and when required.
	3.1d (2)	Investigate funding opportunities to construct a new adult change facility at the Waste Facility in Cootamundra	Manager Waste, Parks & Rec Services	Ongoing	Grants have been submitted but to date have been unsuccessful. Council will continue to make submissions as the opportunities arise.
	3.1d (2)	Investigate funding opportunities to construct a new adult change facility at the Waste Facility in Gundagai	Manager Waste, Parks & Rec Services	Ongoing	Currently no funding available.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Encourage the best use of treated water through water saving measures.	3.1d (3)	Investigate opportunities to increase the use of reuse water	Manager Assets	Ongoing	Project proposal has been received from PWA to do a risk assessment and subsequently update the recycled water management for Cootamundra. The risk assessment along with development of Recycled Water Management Plan will have to be completed and consent from DPIE and NSW EPA must be obtained prior to providing water to Dog Off Leash Park.
Contribute to coordinated planning and reporting across local, regional, state and federal areas for the management of the environment.	3.1d (4)	Monthly lodgement of ABS statistics	Manager Development, Building and Compliance	Ongoing	Returns are completed and lodgement within statutory timeframes.
	3.1d (4)	Monthly lodgement of Building Professionals Board (BPB) statistics	Manager Development, Building and Compliance	Ongoing	Reports are completed and submitted within statutory timeframes.
Seek funding for projects aimed at supporting the protection and sustainability of our natural environment.	3.1d (5)	Grant Funding opportunities pursued and secured when available	General Manager	Ongoing	Submitted application for Fixing Country Bridges, Local Roads Round 2 and Building Better Regions Fund.
A range of programs are supported, promoted and controlled to reduce and enforce illegal dumping.	3.1d (6)	Investigate options for technology, to enhance illegal dumping surveillance	Manager Regulatory Services	In Progress	Council to investigate purchasing surveillance cameras for overt operations.
	3.1d (6)	Undertake illegal dumping surveillance	Manager Regulatory Services	In Progress	Surveillance continuing throughout Local Government Area.

3.1e: Undertake active weeds and pest management practices.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Noxious weeds will be contained, reduced or eliminated as appropriate.	3.1e (1)	Develop a Community Education and Awareness program in regards to weed management	Manager Regulatory Services	In Progress	Successful Weed Information Day held. Working with DPI and LLS to develop a combined Community Awareness program.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	3.1e (1)	Undertake Weed Control program in conjunction with Riverina Regional Strategic Weed Management Plan	Manager Regulatory Services	Ongoing	Biosecurity & Regulatory staff have undertaken weed management control and identification using electronic weed capture and reporting.
Promote and deliver programs and initiatives which promote and educate the community on noxious weeds and pest management practices.	3.1e (2)	Participate in the Managers Established Pest Animals and Weeds Project (MEPAAW)	Manager Regulatory Services	Ongoing	Regulatory staff working in conjunction with Local Lands Services to address Weed and Pest Animal Management programs.

3.2: Our built environments support and enhance liveability

3.2a: Develop and implement land-use plans and design practices which complement the character of our communities, are considerate of our heritage, support sustainable design practices and respond to changing needs.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Develop and operate development control systems to ensure compliance with appropriate legislation and to achieve the best possible development outcomes for the community.	3.2a (1)	Provide Development Applicants with relevant information concerning Disability Discrimination legislation	Manager Development, Building and Compliance	Ongoing	Pre-lodgement advice is available to all applicants. For commercial and industrial developments this includes the provision of information regarding inclusion and access for people with a disability. Furthermore the requirements of this legislation is included in development consents as appropriate.
Ensure new development is considerate of our heritage.	3.2a (2)	Include heritage considerations when assessing all Development Applications, as applicable, and in accordance with the LEP	Manager Development, Building and Compliance	Ongoing	All applications are assessed in accordance with the requirements of the relevant Acts, Regulations, LEP and DCP, including heritage considerations.

3.2b: Ensure a variety of housing options are made available.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Ensure that planning and development controls are in place to promote and facilitate a variety of housing options for residents.	3.2b (1)	Continue preparation of new draft Development Control Plan	Manager Development, Building and Compliance	In Progress	Background data collection is nearing completion. The development of a comprehensive LEP and DCP will not be fully implemented until a determination in relation to the demerger proposal is known as per Governmental advice.

3.2c: Deliver and maintain infrastructure to meet the current and future needs of our community.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Operate and maintain a water reticulation system capable of providing potable water to all connected premises with minimum disruption and maximum efficiency.	3.2c (1)	Implement an Integrated Water Cycle Management (IWCN) Plan	Manager Assets	Ongoing	Draft issue paper was completed and issued for comments. Reference Group has been established to develop this further under the guidance of Department of Planning, Industry and Environment (DPIE). Reference group meeting is scheduled to be held in May/ June 2021.
Investigate options for the connection of a water supply to Nangus Village, and consult with the community.	3.2c (3)	Partner with Goldenfields Water to prepare business case for connection of water supply to Nangus Village	Manager Assets	In Progress	Draft Business Case (BC) for Nangus Water Supply was completed and a meeting to be held with residents group on Monday 26 April 2021. The estimated capital cost of preferred option is \$8.4 m with Cost / Benefit ratio of 0.16. Report recommended that the scheme is economically viable. Comments on the Business Case has been provided. Final BC is to be prepared by taken the comments into consideration.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Operate and maintain a sewage system and treatment plant capable of removing sewage from all connected premises with minimum disruption and maximum efficiency.	3.2c (4)	Commence construction for the Gundagai Sewer Treatment Plant replacement	Manager Assets	In Progress	Design work has been completed and a contract was awarded to Precision Civil Infrastructure to construct a 3000 EP sewage treatment plant, replacing existing sewage pump station and rising main. Civil works on the Sewage Treatment Plant has been mostly completed, mechanical and electrical installation works are in progress. Progress of work completed is 60%.
Provide and maintain a stormwater disposal system which allows the removal of stormwater from the towns in the most economical and efficient manner possible whilst minimising impact on natural environment.	3.2c (5)	Complete upgrade of stormwater infrastructure in accordance with the priorities identified in the stormwater priority assessment report	Manager Assets	Ongoing	Upgrade of storm water infrastructure in accordance with the priorities identified in the storm water priority assessment report has been mostly completed. Drainage system along Tor Street and West Street, Gundagai, has been completed.
Undertake Stormwater Mitigation Strategy across Cootamundra and Gundagai.	3.2c (6)	Continue undertaking Cootamundra Flood Study	Manager Assets	Completed	Flood study findings were presented on 11 November 2020 to the Flood Management Committee. Flood study was displayed and exhibited the findings for 28 days consultation period to enable the community members to comment. Subsequently the flood study was adopted by the Council in January 2021. Flood study material was handed over to the Council on 31 March 2021 and WMA Water has been engaged to do the Flood Risk Management Study.
Manage Council's waste collection, disposal and processing facilities.	3.2c (7)	Manage Council's waste collection, disposal and processing facilities in accordance with the Waste Strategy and Implementation Plan	Manager Waste, Parks & Rec Services	Ongoing	Works are routine and managed in accordance with the Waste Strategy and Implementation Plan, and councils financial allocation.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Provide an adequate mix of high quality, disabled accessible and appropriately located public toilet facilities.	3.2c (8)	Continue monitoring Council Public Toilet Facilities	Manager Facilities	Ongoing	Facilities monitored as per schedule.

3.2d: Develop and implement strategies to deliver safe and accessible local roads, bridges, footpaths and parking.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Develop and implement strategies to improve safety and accessibility of all road users.	3.2d (1)	Ensure information is available for, users of scooters and electric wheelchairs on footpaths, and pedestrian safety	Manager Civil Works	Ongoing	Road Safety Officer continues to work on strategies for improved road safety.
	3.2d (1)	Road Safety Officer to work in partnership with RMS on RMS Road Safety Campaigns	Manager Civil Works	Ongoing	RSO Officer continues to work with CGRC and TfNSW in implementing road safety campaigns.
Maintain civil infrastructure including roads, footpaths, bridges and traffic facilities to agreed standards as set out in asset management plans.	3.2d (2)	Undertake annual Road Maintenance Program	Manager Technical Services	Ongoing	Road maintenance being undertaken as required. Contract crews have been engaged to keep up with demand while council resources are undertaking externally funded capital works.
	3.2d (2)	Undertake annual Road Maintenance Program	Manager Civil Works	Ongoing	Works progressing as conditions and resources permit.
Undertake the annual footpath renewal and extension program.	3.2d (3)	Undertake Footpath Renewal and Extension Program	Manager Civil Works	Ongoing	Fixing Local Roads program projects have commenced and will continue for remainder of 2021. Continue to seek additional funds were possible.
	3.2d (3)	Undertake Footpath Renewal and Extension Program	Manager Technical Services	Ongoing	Footpath replaced adjacent to services club. Other replacement works being prioritised to occur prior to June. PAMP being prepared to identify future extension priorities.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Develop and implement asset management plans and strategies for all transport assets.	3.2d (4)	Review and update condition assessment data across the local government area	Manager Assets	Ongoing	Valuation of roads and bridges were completed and presented. Procurement for valuation of Water, Sewerage and Drainage Assets has commenced.

3.2e: Supply local public transport networks to cater for the current and future needs of residents, businesses and visitors.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Advocate for State and Federal departments to improve public transport networks to meet the needs of our community.	3.2e (2)	Work with Riverina Joint Organisation on identified public transport initiatives	Manager Assets	Ongoing	Working with Riverina Joint Organisation on various common tenders for member councils.

4: Good Governance: An actively engaged community and strong leadership team

4.1: Decision-making is based on collaborative, transparent and accountable leadership

4.1a: Council is representative of the community and works together to meet the needs of our local government area.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Councillors will support and advocate for the needs of all members in our community.	4.1a (1)	Ensure Councillors are available and contactable by community members	General Manager	Ongoing	Councillor's contact information is available on Council's website and can also be obtained upon request.
Implementation of the Cootamundra-Gundagai Regional Council's suite of plans, including the Community Strategic Plan, Delivery Program, Operational Plan and resourcing plans.	4.1a (2)	Present quarterly 'Progress Report' on Delivery Program/Operational Plan to Council and the Community	Business Coordinator	Ongoing	Q3 Progress Report to be presented at the May Council Meeting.
Council's corporate plans are informed by community expectations and are reviewed and updated on a regular basis to meet the changing needs of our community members.	4.1a (3)	Conduct 6 monthly review of Operational Plan and resourcing strategies	Business Coordinator	In Progress	Progress reports are submitted quarterly to council.

4.1b: Strengthen strategic partnerships with the community, business and all levels of government.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Councillors will use all occasions presented to advocate for funding and assistance from other levels of government and agencies.	4.1b (1)	Seek funding opportunities when available	General Manager	Ongoing	Submitted application for Fixing Country Bridges, Local Roads Round 2 and Building Better Regions Fund.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Participation in LG NSW as the representative body of Local Government in order to improve the standing of Local Government in NSW.	4.1b (2)	Advocate for increases in federal assistance grant funding for Regional NSW	General Manager	Ongoing	Submission made to ALGWA conference and Motion made to LG NSW Conference.
Participation in relevant REROC activities that will benefit the local government area.	4.1b (3)	Participation in REROC events and activities	General Manager	Ongoing	Continued participation has taken place in REROC board meetings and other events and activities hosted by REROC.
Continue to foster and support the Youth Council.	4.1b (5)	Formalise the Youth Council in Cootamundra	Manager Community and Culture	Completed	Youth Council developed.
Work in partnership with community members, businesses and all levels of government to deliver community priorities.	4.1b (6)	Participation in Stakeholder events and activities	General Manager	Ongoing	Hosting Senior Citizens week event in April.

4.1c: A clear strategic direction is outlined in Councils corporate plans and guides Councils decision-making and future planning.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
The development of the Cootamundra-Gundagai Regional Council's integrated suite of plans, including the Community Strategic Plan, Delivery Program, Operational Plan and resourcing plans, provide a clear strategic direction and drives the organisation's activities.	4.1c (1)	Develop and adopt Operational Plan for next financial year	Business Coordinator	In Progress	Draft Operational Plan to be presented to the May Council meeting.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Council's decision-making and future planning shows evidence of being linked to Council's integrated suite of plans and the needs of our community.	4.1c (2)	All decision making reports, including strategies and plans are to show linkages to the relevant objective in the Community Strategic Plan	Business Coordinator	In Progress	Linkages to the Community Strategic Plan are included in the Business Paper Reports and has been added to the Policy and Strategy/Plans templates.
Determine development applications in an efficient and effective manner based on merit	4.1c (3)	80% of DAs determined within statutory 40 days' timeframe	Manager Development, Building and Compliance	Ongoing	The majority of development applications are determined within statutory timeframes.
Develop a Place Plan which incorporates the Economic Development, Open Space Recreation, Arts and Cultural and Disability Action Strategies.	4.1c (4)	Develop Placemaking plan for the planning decision and management of Public Spaces in the Local Government Area	Manager Community and Culture	In Progress	Cootamundra 2050 plan complete. Gundagai equivalent in planning phase, with initial meeting having been held with GTAC/GREG.

4.1d: Monitor, review and report on the outcomes of corporate plans.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Council will track the progress towards the achievement of the corporate plan objectives against measurable outcomes.	4.1d (1)	Continually identify improvements in operating councils corporate planning software (Pulse)	Business Coordinator	In Progress	New Delegations, Compliance and Policy Module is being developed. Investigating Project Management Module. Governance Officer continually monitors improvement updates for the current reporting system.
The integrated planning and resourcing documents will be reviewed and updated on a regular basis to meet the changing needs of our community members.	4.1d (2)	Develop a strategy to update Council's Integrated planning suite of plans and resourcing strategies on a regular basis to meet the changing needs of our community	Business Coordinator	In Progress	It is anticipated that the CGRC Communication Strategy and Community Engagement Strategy will be presented to council in June.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	4.1d (2)	Integrated planning and resourcing strategies reviewed and updated as legislatively required	Business Coordinator	In Progress	All Integrated Planning and Reporting (IPR) documents are reviewed and updated as legislatively required as per the Office of Local Government IPR manual and guidelines.
Progress on the achievement of corporate plan objectives will be shared with the community via a range of communication methods.	4.1d (3)	Develop and present report identifying Community communication options and strategies	Business Coordinator	In Progress	It is anticipated that the CGRC Communication Strategy and Community Engagement Strategy will be presented to council in June.

4.1e: Elected representatives are trained, skilled, resourced and knowledgeable.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Support for Councillors to attend training, conference and development opportunities will be provided.	4.1e (1)	Attend the Local Government NSW Annual General Conference, in line with any Covid-19 requirements	General Manager	Completed	CGRC attended the Online conference in November 2020.
Programs and activities which encourage and develop the capacity of current and future community leaders is provided.	4.1e (2)	Identify programs and activities which encourage and develop the capacity of current and future community leaders	General Manager	Ongoing	Developed a Youth Strategy. Participated in REROC Take Charge conference and hosted the ALGWA event which encourages women to become Councillors.
Provide and maintain services and infrastructure that assists the efficient and effective undertaking of the duties of the elected Council.	4.1e (3)	Continue to provide and maintain services and infrastructure to assist elected representatives in undertaking their duties	General Manager	Ongoing	Facilitate and maintain use of laptops. Facilitate business papers online using HTML reports.
Support Council's elected representatives in undertaking their role in the community.	4.1e (4)	Continue to provide administrative support to Council's elected representatives to assist in undertaking their role in the community	General Manager	Ongoing	Ongoing support provided as needed.

4.2: Active participation and engagement in local decision-making

4.2a: Ensure opportunities for genuine and robust community consultation and engagement are provided to all members of our community.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
A range of consultation and engagement activities will be offered to our community in order to plan the long term future direction of the local government area and to inform Council's decision-making.	4.2a (1)	Continue to maintain support for councils Digital Communication Panel	Business Coordinator	Ongoing	Ongoing promotions to encourage participation in the Digital Communication Panel is being undertaken via councils media channels.

4.2b: Provide opportunities to review the objectives and delivery of the Community Strategic Plan to ensure it continues to meet the changing needs of the community.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Council will regularly and continuously seek community feedback to seek additional input to the Community Strategic Plan.	4.2b (1)	Relevant staff to undertake Community Engagement Training (IAP2)	Business Coordinator	In Progress	Initial quotes were too costly. Investigating alternative Community Engagement Training.
Cootamundra-Gundagai Regional Council's suite of plans will be reviewed and updated on a regular basis to meet the changing needs of our community members.	4.2b (2)	Develop a strategy to update the Community Strategic Plan on a regular basis to meet the changing needs of our community	Business Coordinator	In Progress	It is anticipated that the CGRC Communication Strategy and Community Engagement Strategy will be presented to council in June.

4.2c: Engage and partner with the community in delivering the objectives of the Community Strategic Plan.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Promote the objectives of the Community Strategic Plan and work in partnership with community members, businesses and other local stakeholders to deliver community priorities.	4.2c (1)	Develop a Community Engagement Strategy to assist with delivering the objectives in the Community Strategic Plan	Business Coordinator	In Progress	It is anticipated that the CGRC Communication Strategy and Community Engagement Strategy will be presented to council in June. Development of the CSP Community Engagement Strategy will commence subsequently.

4.2d: Promote and celebrate the achievements of Council and our local community.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Progress towards the achievement of the Community Strategic Plan objectives will be shared with the community via a range of communication methods.	4.2c (1)	Continue to promote the objectives of the community strategic plan via Council's media channels	Business Coordinator	Ongoing	All council media channels, which include: the community newsletter, social media, website and media releases are being utilised to promote council's strategies and plans.
	4.2d (1)	Continue to promote the objectives of the community strategic plan via Council's media channels	Business Coordinator	Ongoing	All council media channels, which include: the community newsletter, social media, website and media releases are being utilised to promote council's strategies and plans.

4.3: Cootamundra-Gundagai Regional Council is a premier local government Council

4.3a: Maintain a strong and robust financial position that supports the delivery of services and strategies and ensures long-term financial stability.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Ensure Council's long term financial planning supports the delivery of community expectations and financial stability.	4.3a (1)	Continue to consolidate Council's rating structure	Manager Finance and Customer Service	Completed	Cootamundra and Gundagai rating structure has been consolidated. Complete.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Ensure the availability of finances are managed, controlled, reviewed and regularly reported on in order to provide the appropriate services and facilities within the allocated budget and achieve the maximum value for expenditure.	4.3a (2)	Prepare and implement procedures to enable all staff with budget responsibility to effectively operate Council's integrated budgeting process	Manager Finance and Customer Service	In Progress	Staff shortages have delayed this project, it will be carried over to 2021/22.
Ensure all procurement meets legislative and policy requirements and delivers best value for the community and the Council.	4.3a (3)	Develop a suite of Audit Reports to monitor procurement practices	Business Coordinator	Ongoing	Monitoring procedures are in place.
	4.3a (3)	Undertake assessment and improvement of procurement processes	Business Coordinator	Ongoing	Continual assessment of improvements of procurement processes are undertaken as required.
Identify and follow-up opportunities to increase Council's revenue base including grant funding opportunities to deliver additional income to fund major projects.	4.3a (4)	Develop new Section 7.11 Development Contribution plan and Section 64 Headworks Charges	Manager Development, Building and Compliance	Not Yet Commenced	The development of a comprehensive LEP, DCP and suite of supporting documents will be implemented upon the outcome of the demerger proposal. A review of the current contributions plans, taking account of predicted future growth, development and community needs, will be developed as part of this process.
	4.3a (4)	Identify grant opportunities to fund major projects as they arise, lodge grant applications as appropriate	Manager Development, Building and Compliance	Ongoing	Grant opportunities are identified and applications made as appropriate.
Develop Asset Management plans which deliver long-term financial sustainability and asset renewal.	4.3a (5)	Implement works programs to improve asset condition	Manager Assets	Ongoing	Asset renewal program has been identified and implemented progressively depending on the availability of capital project funding. Detailed design of water main replacement work is in progress in Gundagai and Cootamundra.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	4.3a (5)	Review and improve Asset Management Plans	Manager Assets	Ongoing	Asset Management plans are reviewed and asset renewal details are updated in the asset register. Water, sewerage and drainage asset valuation is yet to be completed to update the register. Once this work is completed the asset management plans will be improved with more recent asset condition assessment and valuation.
Improve functionality and amenity within Council's work depots.	4.3a (6)	Complete planning for improvements to Cootamundra Depot and Bradman Street Depot	Manager Civil Works	In Progress	Depot options being assessed.

4.3b: Council meets all legislative requirements and operates within good governance practices and frameworks.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Council ensures statutory compliance is achieved and demonstrates good governance practices.	4.3b (1)	Participate in the Alliance Legislative Compliance Framework Methodology	Business Coordinator	Ongoing	Internal Audit Alliance meeting held in March 2021, CGRC to continue to participate in the Internal Audit Alliance. Next Committee meeting to be held in July 2021.
Implement effective integrated risk management strategies and practices.	4.3b (3)	Implement Councils Fraud Control Plan	Business Coordinator	In Progress	Fraud Control Plan has been developed. Implementation of Fraud Control Plan is in progress.
	4.3b (3)	Undertake development of a Corporate Risk Register	Business Coordinator	In Progress	Enterprise Risk Management Framework developed and presented to ARIC. GM to formally approve. Implementation of the framework is imminent.

4.3c: Information is communicated to our community consistently, reliably and timely, and over a variety of platforms to meet the needs of residents.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Current, informative and easy access to Council information is made available to the community using a range of communication methods, including traditional media and digital channels, Council's website, Community News newsletter and social media.	4.3c (1)	Develop Community Engagement Strategy to inform the community and receive feedback, including feedback on major projects	Business Coordinator	In Progress	It is anticipated that the CGRC Communication Strategy and Community Engagement Strategy will be presented to council in June.
	4.3c (1)	Improve services available on Council's websites through the development of eServices and online forms	Business Coordinator	In Progress	Web update has commenced. Actions required are being undertaken with our contractor, as resources allow.

4.3d: Council services the community in a manner that is professional, efficient and promotes an ease of doing business.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Provide quality customer service during all front line interactions between Council and the community and in all other interactions between staff, agencies, Council and the community.	4.3d (1)	Develop and implement a new Customer Service Charter	Manager Finance and Customer Service	Ongoing	This project was deferred until the completion of the SRV process, and will be carried over to 2021/22.
Adopt and maintain information technology and communication services and infrastructure that assists the efficient and effective undertaking of Council's operations, increases productivity and adequately supports the organisation and our community's needs.	4.3d (1)	Work with the Customer Service Team to develop an Online Booking System for Council facilities	Business Coordinator	In Progress	Web update has commenced. Actions required are being undertaken with our contractor, as resources allow.
	4.3d (2)	Integrate Civica/Authority (Finance System) and Magiq Documents (EDRMS)	Business Coordinator	In Progress	Received quotes to implement. Waiting on organisational outcomes before processing any further.
	4.3d (2)	Review Business Systems and identify services that can be delivered on Council's Website	Business Coordinator	In Progress	Web update has commenced. Actions required are being undertaken with our contractor, as resources allow.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Council's records are managed in compliance with the appropriate legislation and supports efficient and effective work practices.	4.3d (3)	Review infoXpert workflows to streamline record keeping	Business Coordinator	Ongoing	Comprehensive review undertaken, further continual improvements are ongoing.
Requests for service are processed in an efficient and effective manner.	4.3d (4)	Complete Customer Satisfaction Survey to provide comparison data for the benchmark identified in 2018	Manager Finance and Customer Service	Not Yet Commenced	This project was deferred until the completion of the SRV process, and will be carried over to 2021/22.
	4.3d (4)	Review responsibilities and provide training to enable customer service staff to respond to Planning and Rating enquiries	Manager Finance and Customer Service	In Progress	Rating enquiry training completed. Planning enquiry training to be developed and implemented to customer service staff in 2021/22.
Provide well-maintained cemeteries and efficient, appropriate and dignified cemetery operations and services that create the most peaceful surroundings possible for funeral parties and visitors.	4.3d (5)	Complete the Mapping of Cemeteries for plot identification, future planning and publishing of information online	Manager Regulatory Services	In Progress	The development of Councils Digital Cemeteries Project is progressing well. The burial database for the 13 Cemeteries has been uploaded and photographs captured and recorded for all graves. This project will include a Public Access Portal for the Community.
	4.3d (5)	Develop a Cemetery Services Strategic plan	Manager Regulatory Services	Not Yet Commenced	Once the digitalisation project has been completed the Cemetery Strategic Plan can be developed around this.
	4.3d (5)	Provide signage, seating and additional landscaping for the Gundagai Area Cemeteries	Manager Regulatory Services	Completed	Action Completed.
Council's fleet of light vehicles and heavy plant is maintained to ensure efficient, cost-effective and timely service delivery.	4.3d (6)	Undertake plant replacement in accordance with related policies and programs	Manager Technical Services	Ongoing	20/21 replacement has been completed, pending delivery of tractor and crew cab ute. Program has been developed for 21/22 replacement program within the Gundagai Civil Area in line with adopted 10 year replacement program.

4.3e: Continuous improvement practices are utilised to ensure facilities and services are provided efficiently and meet the changing needs of our community.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Effective day-to-day management and leadership of the organisation conducts service reviews and implements continuous improvement practices to create greater efficiencies and effectiveness across the organisation.	4.3e (1)	Identify and develop improvement programs	General Manager	In Progress	Management to identify areas for improvement from performance documents. Discussed at Councillor and Management Workshops. And reported through the Cost Savings and Efficiencies reports.
Ensure adequate project management techniques are in place to ensure the delivery of projects which meet the changing needs of our community on time, within budget and to an acceptable standard.	4.3e (2)	Undertake monitoring of project implementation	General Manager	Ongoing	Project data is currently being integrated into councils monthly financial reporting.

4.3f: Council attracts, retains, develops and supports employees in a safe, healthy and non-discriminatory work environment.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Implement strategies which promote Cootamundra-Gundagai Regional Council as being an employer of choice.	4.3f (1)	Review and enhance recruitment practices	General Manager	In Progress	Entered into RERO contract for advertising local government positions.
Review the efficiency and effectiveness of Council's adopted Organisational Structure and ensure the structure and staffing mix can adequately deliver the activities approved by Council.	4.3f (2)	Implement Operational Plan activities	General Manager	Ongoing	Operational Plan being delivered and reported on quarterly.
Implement the Workforce Management Plan to support all staff in the delivery of community expectations.	4.3f (3)	Update statistics and demographics in the Workforce Management Plan	General Manager	Ongoing	Currently updating HR system so that data is correct. Constant and ongoing task.
Provide a safe and healthy environment for staff and contractors through compliance with all WH&S legislative requirements and minimising risk.	4.3f (4)	Develop internal Council newsletter and incorporate WHS messages to all staff	General Manager	In Progress	Newsletter being developed. First edition anticipated for May 2021.
	4.3f (4)	Monthly WHS reports and statistics discussed at Managers Meetings	Manager Technical Services	Ongoing	Ongoing reporting by WHS officers. Considerable work has been done developing the WHS system that is currently being rolled out.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
	4.3f (4)	Monthly WHS reports and statistics discussed at Managers Meetings	Manager Civil Works	Ongoing	Monthly reports being presented.
Develop and implement a Staff Wellbeing Program	4.3f (5)	Develop and implement Staff Wellbeing Program	General Manager	In Progress	Initiated Organisational Values project.

4.3g: Council staff are well-trained, skilled, resourced and knowledgeable.

Principal Activity	Action Code	Action Name	Responsible Officer Position	Status	Comments
Implement a training plan to enhance the skills and knowledge of staff across the organisation.	4.3g (1)	Develop Staff Training Plan, following skills/performance process	General Manager	In Progress	Under development pending completion of Performance Reviews.
Provide learning and development opportunities to staff to develop the individual's potential and meet the needs of the community and organisation.	4.3g (2)	Develop succession plans for each Section of Council	General Manager	Not Yet Commenced	Structural reform under consideration.
	4.3g (2)	Implement Performance Review Program, and undertake the first cycle	General Manager	In Progress	Performance review program is being implemented.
Staff are supported in the achievement of organisational objectives by having access to a range of business tools, systems and technologies.	4.3g (3)	Provide ongoing enhancement to Staff Intranet	Business Coordinator	Not Yet Commenced	Further discussions to be had on the viability of keeping current system. Options to enhance or replace, will be investigated when resources allow.
	4.3g (3)	Undertake integration of Mapping Systems with Council's Corporate Systems	Manager Assets	In Progress	GIS system is being updated with road asset layers and further update on Cootamundra Flood Study results is in progress. Valuation of water, sewer and drainage assets will also include an upgrade of GIS system.

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

DOCUMENT NUMBER	348018
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.2 Active participation and engagement in local decision-making
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. Ellwood's Hall s.355 Committee Meeting Minutes 22 April 2021 ↓

RECOMMENDATION

The Minutes of the Stockinbingal Ellwood's Hall s.355 Committee Ordinary Meeting held on 22 April 2021, attached to the report, be received and noted.

Minutes

The attached Minutes of the Stockinbingal Ellwood's Hall s.355 Committee Ordinary Meeting held on 22 April, 2021, are submitted for the information of Council and the community.



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Minutes

STOCKINBINGAL ELLWOOD'S HALL SECTION 355 COMMITTEE

ELLWOODS HALL, MARTIN ST, STOCKINBINGAL

4.00PM 22 APRIL 2021

1 AGENDA ITEMS

1.1 Attendance and Confirmation of Quorum

Attendance: Chairperson: Carmel Payne

Secretary: Lorna Nixon

Treasurer: Alan Pether

Councillor:

General Members: Sue Caldwell, Lynn Basham,

Confirmation of a Quorum: Quorum numbers are met.

1.2 Apologies: Councillor Leigh Bowden, Russell Vincent, Stephen Neave

1.3 Disclosure of Interests Nil

1.4 Confirmation of previous meeting Minutes

The minutes of the last Ellwood's Hall Section 355 Committee meeting dated 25 March 2021 were confirmed as true and correct.

Moved: Carmel Payne

Seconded: Lynn Basham

1.5 Business Arising from previous Minutes:

- Sue Caldwell has collected samples of Kitchen cabinets – see Gen Business.
- Model Train Weekend – see General Business
- Trivia Night – See General Business
- Plan for Kitchen cupboards – G Nixon to add small bench by stove.
- Wedding – was a great success!

1.6 Correspondence in/out:

- 22.03.2021: Electoral Commission – wishing to use Hall as a polling place – coming on Wed 28th April 3.30 to inspect.
- 27.03.2021: From Communities & Justice Dept – Alan Pether is primary contact as Treasurer
- 06.04.2021: From Community Building Fund – Payment advice and signed Funding Deed.
- 15.04.2021: to Epping Model Railway –requesting their visit, costs etc
- 18.04.2021: from Epping group – accepting our invitation.
- 15.04.2021: Fanny Lumsden – Country Hall Tour
- 15.04.2021: CBF 2021 Program – opens 19 April to 14 May.
- 19.04.2021: To Greg Briscoe-Hough re model trains
- 19.04.2021: To Andrew Brock re Kitchen maintenance
- 19.04.2021: Reply from Andrew Brock and phone call.

1.7 Report from the Treasurer:

Opening Balance:	14,171.44
Income:	
Grant CBP	5,000.00
Expenses: Lawn mowing	60.00
Closing Balance:	\$19,111.44

Alan moved that his report be adopted. Seconded: Lynn Basham

1.8 General Business

- 1) **Kitchen:** Sue has collected samples of laminate colours for Kitchen benches and doors. Committee agreed on Greystone for the Benchtops and Classic White for the cupboard doors. Maintenance by council – Darryl Edwards, project manager from CGRC inspected the Kitchen on Tuesday 20 April 2021 with some committee members in attendance. Believes it will be 4-6 weeks before commencement of work.
Some disruption when work starts, as water will be disconnected from the Kitchen until cupboards and taps are installed – need to notify groups using Hall such as Stop & Mingle, Dance Classes, Tai Chi etc.
Action: Secretary to contact Evans Joinery to confirm colours and quote of revised plan. (This was done Friday 23 April. Ricky will need 6-8 weeks).
- 2) **Trivia Night:** To be put back to 22 May 2021, 7.00pm, \$10/head, BYO drinks & nibbles; raffles and prizes to be organised; book tables with Carmel. Murray Stringer to be asked if he might be the MC for the night.
Action: Some of the Committee members to meet Saturday 24 May to thrash out the details of the Trivia Night.
- 3) **Model Trains weekend:** Epping Group have agreed to 23rd & 24th July with accommodation at Balcraggon (with 20% discount from James Colbourne). Costs of \$850 quoted for accommodation and fuel. Awaiting for a reply from Greg Briscoe-Hough who would also like to bring his model trains and place them on the stage.
Action: Secretary to include costs into the grant submission with the ARTC.
- 4) **Supplies Required:** Toilet paper and Hand wash is required for the Toilets.
Action: Secretary to purchase.

1.9 Date and Time of Next Meeting: 4.00pm Thursday 27 May 2021**1.10 Time Meeting Closed: 5.10 pm**

Signed:

Chairperson
Carmel Payne

Secretary
Lorna Nixon

8.1.5 THE COOTAMUNDRA HERITAGE CENTRE MANAGEMENT s.355 COMMITTEE MEETING MINUTES

DOCUMENT NUMBER	348243
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.2 Active participation and engagement in local decision-making</p>
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	To comply with the CGRC s.355 Committee Management Manual.
ATTACHMENTS	1. Heritage Centre s.355 Committee Meeting Minutes 12 April 2021 ↓

RECOMMENDATION

The Minutes of the Cootamundra Heritage Centre Management s.355 Committee meeting held on 12 April, 2021, attached to the report, be received and noted.

Introduction

The attached Minutes of the Cootamundra Heritage Centre Management s.355 Committee meeting held 12th April, 2021, are submitted for the information of Council and the community.

THE REPORT AND RECOMMENDATIONS OF THE COOTAMUNDRA HERITAGE CENTRE MANAGEMENT COMMITTEE MONTHLY MEETING HELD AT THE COOTAMUNDRA HERITAGE CENTRE ON MONDAY 12 APRIL 2021 COMMENCING AT 4.05PM

Present: Craig Stewart (Acting Chairperson), Betty Brown, Yvonne Forsyth, Michele Pigram, Betti Punnett, Arthur Ward, Ros Wight, John Cooke (Visitor)

Apologies: Geoff Larsen

Members expressed concern on the news that Chairperson, Geoff Larsen, had been hospitalised in Tasmania. They wished him well.

Minutes from the Previous Meeting: Read and confirmed on the motion of Betti Punnett, seconded by Arthur Ward
CARRIED

Business Arising: * Volunteer training - no date set as yet

* Rail motor - nothing further. Meeting Minutes to be checked for any reference to receipt of Rail Motor (Betti Punnett)

* Milk Separator - presently on back verandah, but not well presented. Netting (storeroom) to be checked. There may be enough to fence end of verandah.

* Calendar of events - received

Financial Report: Betti Punnett presented the Financial Report with takings: CHC 405 23 children \$568.00; VIC 294 \$319.00; TOTAL \$887.00 Moved Betti Punnett, seconded Yvonne Forsyth.
CARRIED

Correspondence: IN * Colin Pardoe - report on his assessment of Aboriginal artifacts

* Resch bottle from Museum of the Riverina

OUT * Museum of the Riverina - Transfer of Ownership of Resch bottle

* April Meeting Minutes

General Business: * Visitor, John Cooke, offered the pulpit from the former Methodist Church, Jindalee. Moved Ros Wight, seconded Betty Brown, that the pulpit be accepted.
CARRIED

The pulpit will need restoration and it was suggested that the Men's Shed or Bruce Packham be approached to do so. Members to visit John Cooke to view the pulpit. Members thanked John Cooke for his presentation.

* Colin Pardoe, Archaeologist, report - it was suggested that a pamphlet of information on artifacts be printed (Betti Punnett)

* New presentation - copy of *Barn Dance* record Cootamundra Jazz Band

* Betti Punnett informed members: the Austrian Ambassador + family had visited CHC. The daughter asked for information of CAGTH for school study. Further pamphlets need to be printed (Betti Punnett). A vintage train to visit 16 April, led by Scott McGregor - 100 rail enthusiasts.

* Mice seen in storeroom - traps to be set. (Craig Stewart to purchase traps.)

* Yvonne Forsyth informed members she was endeavouring to relocate the *Driver Reviver* tear drop hole (lawn has completely covered the hole).

* Arthur Ward suggested that C/GRC be informed of the khaki weed growing in front lawn and request it be eradicated.

* Ross Adams - 1955 motor cycle - members agreed there is no space at present to exhibit such an item. It could be an item for the proposed Motor Cycle Museum in the district.

There being no further business, the meeting closed at 5.01pm.

Betti Punnett Secretary / Treasurer

Next Meeting 3 May 4.00pm

Cootamundra Gundagai
Regional Council
Document Received
27 APR 2021

File No.
Initials

8.1.6 COOTAMUNDRA TOURISM ACTION GROUP S.355 COMMITTEE MEETING NOTES

DOCUMENT NUMBER	348836
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.2 Active participation and engagement in local decision-making
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	To comply with the Section 355 Committee Management Manual.
ATTACHMENTS	1. Meeting Notes CTAG 6 May 2021 ↓

RECOMMENDATION

The Meeting Notes of the Cootamundra Tourism Action Group s.355 Committee Meeting held on 6 May, 2021, attached to the report, be received and noted.

Introduction

The attached meeting notes of the Cootamundra Tourism Group s.355 Committee meeting held on 6th May, 2021, are submitted for the information of Council and the community.



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Meeting Notes

COOTAMUNDRA TOURISM ACTION GROUP SECTION 355 COMMITTEE

STEPHEN WARD ROOMS, WALLENDON STREET

4.30PM, THURSDAY 6TH MAY 2021

AGENDA ITEMS

1.1 Attendance and Confirmation of Quorum

Attendance: President/Chairperson: Nina Piotrowicz
Secretary:
Treasurer: Not Needed
Councillor: Leigh Bowden
General Members: Rosalie Dale, Elizabeth Brown, Yvonne Forsyth, Hans Bruitzman
Other: Christopher Tan

Confirmation of a Quorum: Quorum numbers are met [no]

1.2 Apologies & Disclosure of Interests

Apologies were received from Miriam Crane (Staff), Leah Sutherland, Annie Jacobs & Kim Knox-Thurn

1.3 Minutes of Previous Meeting

The minutes of Meeting 1st April 2021 were not able to be confirmed due to lack of a Quorum.

1.4 Discussion items

- Update on Committee Recommendations, Actions & Council Mtg items of Interest –
 - The request to Council to approve the new memberships of Elizabeth Brown and Rosalie Dale/Lorna Nixon was carried – they were officially welcomed to the committee!
 - The Chair did send through a request re maintenance of the Bils Trough's, but no response yet received. The Chair to highlight these Troughs to Casey re Visit Cootamundra website etc.
 - The strip signage at the Wallendbeen rest area has been installed.
 - The two electronic event system signs have been installed - one near the Mill from Wagga direction and the other near the Tractor at the Saleyards. Miriam & Casey will be managing the content for these signs – the Chair to check whether "Welcome" style messages could be displayed if there is a lag in terms of event notices.
 - No sign yet of the RV Friendly signs – the Chair to raise again for an update. Betty also noted whether signage could be considered for the viewing platform at the Bethungra Spiral given how many visitors our VIC directs to it. The Chair to raise with Miriam – as the Spiral is technically in the Junee Shire, our options may be limited.
 - Book on Australia's Big Things – The Chair is coordinating with those individuals recommended by other Committee members to obtain info and photos for the book, of the Big Bat & Stumps and The Giant.

- *Visit Cootamundra - Social Media/Website/Brochure* - The Chair to chase a draft of the new Visit Coota Brochure for review by the Committee. The Chair requested that individuals regularly review the website and provide updates and/or suggestions to Casey Poulson.
- *Grants* – No update.
- *Access to & promotion of the Wiradjuri Windows* – Since the Covid closures in 2020, the foyer to the Town Hall for visitors to discover the Wiradjuri Windows has been closed. Yvonne noted she has had a request from a visiting school group who want to look at the Windows and she will arrange special access with Council. The Chair to write to the GM and Miriam Crane to see if public access to the foyer can be resumed and/or consideration of “back-lighting” the windows so that they are visible from the outside at the Pond area between the Hall and the Library.
- *Old Cootamundra Hospital* – The Committee’s recommendation to Council re an Interpretive sign was carried at the last Council meeting. An interested group from the community met the previous week to look at ideas for use of the building to input to Council’s discussions and to consider some restoration activities.
- *Wallendbeen Silo Painting project* – Annie Jacobs will update at the next meeting.
- *Beach Volleyball Competition* – The Chair to seek some further clarifications on the current situation. This is a key Tourism event for Cootamundra and the Committee is hopeful Council is providing support to see this event up and running again.
- *Tourism Forum* – Will be held in October during Small Business Month. Waiting on response from potential speaker for the event.
- *Don Bradman information* – Cr Bowden will investigate further to add some information at the Bradman’s Birthplace Museum as part of “Truth-Telling” and Reconciliation.
- Other –
 - Rosalie Dale spoke on the impact of the closure of the Wallendbeen bridge on Stockinbingal & its businesses. The Chair to write to the GM & Mayor.
 - The Cootamundra Business Awards has a new category for Outstanding Tourism/Agritourism Venture or Business
 - Letter from Council in support of the Riverina Express Heritage Train venture
 - The Chair to contact the Manager of the Pool & Recreation Centre to see if details of their programs etc could be passed on to the VIC – there would be visitors, especially families who would be interested in these facilities and activities.

1.5 What has been happening/Good news?

- Stockinbingal has featured in three ABC Radio segments in the past month.
- Hans will be facilitating a “Voices for the Riverina” forum in late May.
- The Heritage Centre/VIC had over 400 visitors through the doors in the month of April. The Chair also thanked Yvonne for her recent Council Meeting Open Forum submission regarding space issues at the VIC and the flow on impact to their ability to support visitors.
- Leigh reported that the Cootamundra Aboriginal Working Party are planning a number of activities into the future that will present the positive First Nations history of Cootamundra.
- The CDC was successful in receiving a small grant for an artwork which will be undertaken by the Cootamundra Aboriginal Working Party. This will be unveiled during reconciliation week (end of May) on the fence between the CDC Office and Kevin Deeps.

1.6 Next Meeting

Thursday 3rd June @ 4.30pm.

8.1.7 MUTTAMA HALL MANAGEMENT S.355 COMMITTEE MEETING MINUTES

DOCUMENT NUMBER	348909
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.2 Active participation and engagement in local decision-making
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	To comply with the Section 355 Committee Management Manual.
ATTACHMENTS	1. MHMC Meeting Minutes 21 April 2021 ↓

RECOMMENDATION

The Minutes of the Muttama Hall Management s.355 Committee meeting held on 21 April 2021, attached to the report, be received and noted.

Introduction

The attached Minutes of the Muttama Hall Management s.355 Committee meeting held on 21st April, 2021, is submitted for the information of Council and the community.



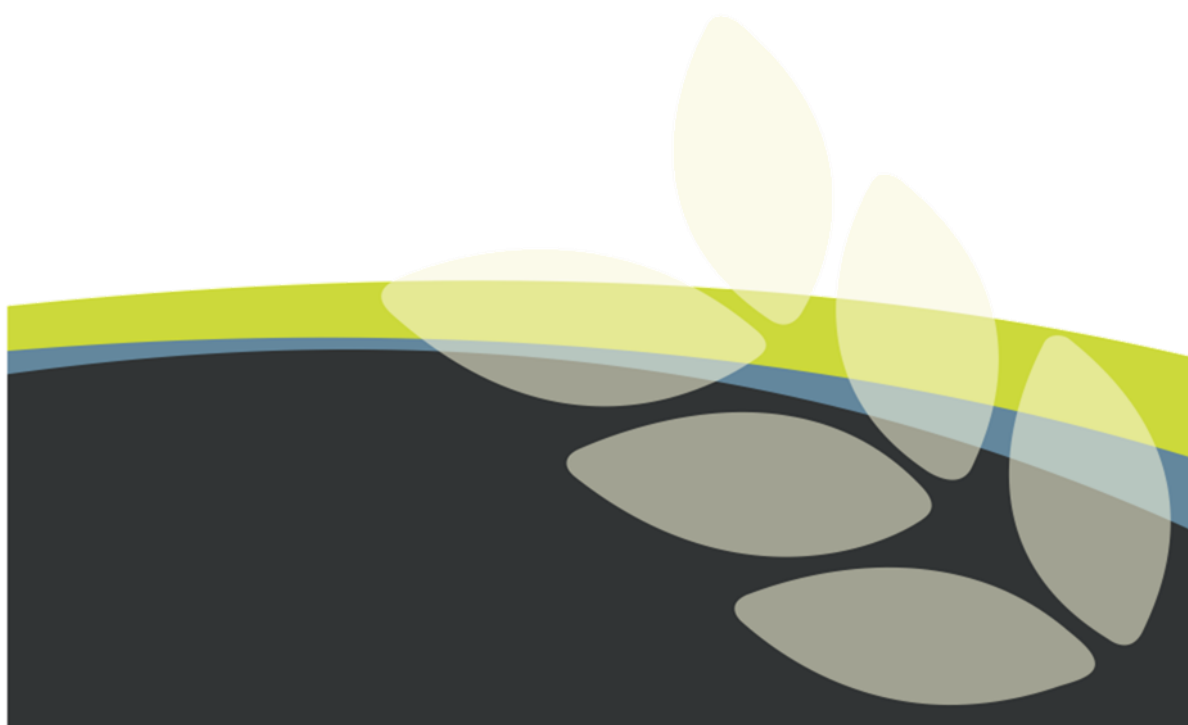
**COOTAMUNDRA-
GUNDAGAI** REGIONAL
COUNCIL

Minutes

**MUTTAMA HALL MANAGEMENT SECTION
355 COMMITTEE**

MUTTAMA FIRE SHED

6.30PM WEDNESDAY 21 APRIL 2021



Minutes

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1.1 Attendance and Confirmation of Quorum.....	2
1.2 Apologies.....	2
1.3 Disclosure of Interests.....	2
1.4 Confirmation of previous meeting Minutes.....	2
1.5 Business Arising from previous Minutes:.....	3
1.6 Correspondence in/out:.....	Error! Bookmark not defined.
1.7 Report from the Treasurer/President/Secretary:	Error! Bookmark not defined.
1.8 General Business (List Agenda Items)	Error! Bookmark not defined.
1.9 Date and Time of Next Meeting.....	Error! Bookmark not defined.
1.10 Time Meeting Closed	Error! Bookmark not defined.

1 MINUTES

1.1 Attendance and Confirmation of Quorum

Present: President/Chairperson: Hilary Connors
Vice President: Sarah Last
Secretary: Anne Last
Treasurer: Leigh Scott
Councillor: Charlie Sheahan
General Members: Robert Flint, Bill Buckley
CGRC: Darrell Edwards

Confirmation of a Quorum: There are [7] Members appointed to this Committee.
Quorum numbers are met - **yes**

1.2 Apologies

Andrew Brock and Bart Groen

1.3 Disclosure of Interests

There were **no** disclosures of Interest.

1.4 Confirmation of previous meeting Minutes

The minutes of the last **Muttama Hall Management Section 355 Committee** meeting dated **17 March 2021** were confirmed via email on 22 March 2021 as true and correct and sent to Council within the two-week time frame.

1.5 Business Arising from previous Minutes:

1. Hire Fees and Charges - Anne circulated a schedule of fees for the Muttama Hall based on Ellwood's Hall, Stockinbingal.

At the request of committee members, some adjustments were made and then forwarded to Teresa Breslin at CGRC.

2. Hilary submitted an application for the \$200 Essential Energy Grant for primer, paint and brushes.

3. Hilary submitted an application to Budget Direct Sponsorship Grant for \$2500 for a pump and piping for wastewater.

4. Sarah drafted an email for Lee Hillam re: a fit out plan for the skillion and circulated it to the committee for comment. The email was revised and sent to Lee. However, because Hilary requested clarification from CGRC about Dunn and Hillam's

prepaid services Sarah asked Lee Hiram not to act on her email until further contact from MHMC/CGRC.

5. In addressing Hilary's query re: the remaining credit with Dunn and Hiram. Sarah noted the prepaid work with Dunn and Hiram may be more than \$1310 and was from hours remaining after their delivery of detailed work to MHMC for the Masterplan.

- Lee Hiram confirmed to Sarah via email on 29 March that Dunn and Hiram have \$1600 + GST remaining in the MHMC project.

- On 29 March via email Sarah noted to MHMC that she would relay CGRC's guidance on the pre-paid services, once known.

- Phil McMurray (CGRC) confirmed via email on 12 April 2021 that the use of the above funds for pre-paid services could be used towards any services that will benefit the Muttama Hall, in consultation with the MHMC and CGRC staff.

Action: Sarah to contact Lee and ask her to go ahead with the fit out plan for the skillion.

6. Hilary reported that the Honour Boards have now been completed. Kim will pack them for transportation.

Action: Hilary will ring Kim at Art and Archival and ask if they are making a delivery in the vicinity of Muttama. Otherwise, Bill is happy to collect the boards and store them.

7. Hall Opening Day / Dedication of the Honour Boards – Remembrance Day – 11 November 2021. Discussion around this year or next, Covid safety, no kitchen facilities, catering options, availability of military dignitary.

Action: Anne to contact Keith Wood, Secretary of Gundagai RSL sub-branch for a suitable military dignitary to invite for this occasion and some guidance on an appropriate service. Anne will circulate her findings via email for comment.

- Leigh and Darrell to check the safety of the stage

8. Fixture of Interpretive Sign

Action: After discussion, the group agreed to wait until the landscaping has been finished before deciding on the placement of the interpretive sign.

1.6 Correspondence in:

1. Correspondence from The Wired Lab (attached)
Date: 17 March 2021 Signed: Andrew Clinton, Chairman The Wired Lab
2. Response from Phil McMurray (attached)
Date: 12 April 2021 Signed: Phil McMurray, General Manager CGRC

1.7 Report from the Treasurer

Leigh reported that there is \$4622.11 in the MHMC NAB account. There has been neither income nor expenditure since the last report.

1.8 General Business

1. Nina Piotrowicz, Chair of the Cootamundra Tourism Action Group (CTAG) would like to have a meeting at the hall as an opportunity for committee members to see the works and if possible hear from a MHMC representative.

- Sarah reported that Miriam Crane would also like to bring the Gundagai Tourism Group to the hall. As the hall is presently a construction site, Sarah suggested a later date would be best.

2. Essential Energy grant program open for up to \$2,500. S355's are eligible. There is still no information about eligible activities at this stage.

Community Choices (essentialenergy.com.au)

- However, "The value of each grant will be determined by the number of community votes a nominated group receives. This year we have introduced a new category for groups located in small communities with populations less than 20,000."

Action: As this grant requires a large number of community votes to be received on a data base, the committee decided it was not feasible to proceed with an application.

3. Councillor Sheahan provided information just to hand about Council's Community projects funding opportunities. Applications close 21st May.

Action: Hilary to review guidelines and provide information to MHMC about eligibility for decision on submitting an application.

4. Painting the Hall façade – Sarah raised concerns that proper process has not been followed in regard to painting the hall façade. She stated that discussions have not

occurred in an appropriate or inclusive manner at a committee meeting with council staff and councillors available to contribute their thoughts and ideas.

- Sarah believes that:

- the community gathering on Saturday 17 April at the hall should not have happened as a MHMC activity,
- proper process was not followed in organising this meeting nor its recruitment of community members,
- the community opinions gained at that gathering should not be tabled at this meeting.

In response to Sarah's concerns:

- Hilary had sent an email on 19 March - Subject: Painting front of Muttama Hall stating 'Should canvass the local community'.
- Hilary invited the MHMC to attend the local community gathering on Saturday 17 April via email on 15 April, initiated as a result of recent requests for information about the current and future works from local community members.
- Councillor Sheahan emphasised the importance of community input in making colour choices for the hall.
- Whilst far from definitive, the committee viewed the process beneficial for its on-going deliberations on repainting.

Action: Sarah to gain a quote for the repainting of the 'Muttama Hall 1925' sign.

Sarah to liaise with Ray Christison in order to prepare a range of suitable colours, of the era, for the hall façade.

Sarah to refer to Bart for provision of digital mock-ups of the colour schemes.

These documents are to be presented at the next meeting on Wednesday 26 May 2021.

4. Skillion update – Zac is waiting on materials to proceed further.

- Measurements from Zac via Andrew have been received - 12/4/21.

-The frame appears to allow adequate room for the servery as in Dunn and Hiram plan (June 2019).

Action: Sarah to forward Zac's sketched plan to Lee Hiram.

5. Michael Nasser has started work on the landscaping. He has raised concerns re: stability of the 100mlx100ml Cypress pine fence posts and their potential to split when drilled.

- Darrell mentioned that 125ml or 150ml posts would have been more suitable but the timber had already been ordered.

- painting of the fence posts with primer is urgent.

Action: Anne to source appropriate primer for Cypress pine. Hilary and Anne to paint the posts ASAP.

6. Sarah raised concerns about 'on' or 'off road' parking. Councillor Sheahan informed the group that a Traffic Plan would be required.

Action: Hilary to email Mark Ellis, (cc Anthony Carroll) Local Traffic Committee requesting Parking and Traffic Movement for the Muttama Hall

7. Crockery and other items from the old kitchen – Apparently there are more of the same stored in the Tennis Club that came from the old hall kitchen. After discussion, the group decided that MHMC should hold a Community Open day to allow:

- Consultation of paint colours for the hall façade and
- An opportunity for locals to take a plate or two.

8. Somewhere Landscape – Sarah mentioned in an email (25/3/2021) that MHMC had credit for 5 hours work plus 1hour site visit, total \$1188 (GST inc). However, these pre-paid services were expended on 29 July 2019 and acquitted.

9. Drainage around the Hall – the group noted that the contour bank placed in the adjoining paddock at the back of the hall and the renewed culvert at the front, have minimised any water issues.

10. Concerns with governance standards, communication methods, decision-making and divisions within MHMC. Sarah raised these concerns in an email to the MHMC, Andrew Brock and Councillor Charlie Sheahan on Friday 16 April 2021.

Hilary had requested that her email response on the morning of Monday 19 April to Sarah, MHMC members, Andrew Brock and Councillor Sheahan be tabled for discussion on the above concerns with the administration of the MHMC. (attached)

Hilary asked each of the other committee members present if they shared the same concerns as Sarah. Their response was 'no'. The other members did not agree that there are divisions within the MHMC.

Councillor Sheahan confirmed that Council has no issue with the MHMC's governance and that the MHMC is one of the higher-performing S355 committees. Councillor Sheahan provided clarification that the local community consultation undertaken and communication methods were appropriate and there was no issue with the decision-making processes.

Robert stated the consultation was a good result given those locals who attended.

Hilary proposed the Resolution: The committee votes that it has confidence in and support for the compliance of the committee's processes with the Management Manual and with Council's guidance.

Seconded: Anne Last

Carried, with one Abstain.

1.9 Date and Time of Next Meeting: **The meeting to be held on Wednesday 26 May 2021 at 6.30pm has been changed to Thursday 27th May 2021 at 6.30pm

1.10 Time Meeting Closed: 8.45pm

Note

The minutes of the last **Muttama Hall Management Section 355 Committee** meeting dated **21 April 2021** were confirmed via email on 4 May 2021 as true and correct, except by one member. The details of what that member does not confirm/agree with, are not known at this stage.

Council's guidance was sought on how to progress submission of the minutes without full consensus, and, accordingly, the advice received will be followed. Submission of the minutes now. Efforts will be made either before or at the next meeting to resolve the issue with the member so the minutes can be appropriately confirmed and resubmitted to Council.



MUTTAMA HALL MANAGEMENT COMMITTEE

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8.1.8 COOTAMUNDRA SHOWGROUND USERS GROUP S.355 COMMITTEE MEETING MINUTES

DOCUMENT NUMBER	349358
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.2 Active participation and engagement in local decision-making
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. Showground User Group s.355 Committee Meeting Minutes 21 April 2021 ↓

RECOMMENDATION

The Minutes of the Cootamundra Showground Users Group s.355 Committee Ordinary Meeting held on 21 April, 2021, attached to the report, be received and noted.

Discussion

The Minutes of the Cootamundra Showground Users Group s.355 Committee Ordinary Meeting held on 21st April 2021, attached to the report, are submitted for the information of Council and the community.



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Minutes

COOTAMUNDRA SHOWGROUD USERS SECTION 355 COMMITTEE

ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA
7PM, WEDNESDAY 21 APRIL, 2021

1 AGENDA ITEMS

Sign On in the Volunteer Attendance Register

Meeting Opened 7.05pm

1.1 Attendance and Confirmation of Quorum

Attendance: Chairperson: Andrew Brock (Manager Facilities),
Nominated Members: David Manwaring, Rod Jones , John
Collins, Trish Taylor
Other Attendance: Wayne, Joan Collins, Doreen, Darren
Absolom

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

Note: If quorum numbers are not met no actions can be made at this meeting. An informal discussion on items on the agenda can only take place. All agenda items from this meeting will be transferred to the next meeting for determination. Notes on the informal discussion can be made for reference at the next meeting. See Section 355 Committee Manual to identify if quorum numbers are met.

1.2 Apologies

Paul Clancy, Abb McAlister,

1.3 Disclosure of Interests

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

1.4 Confirmation of previous meeting Minutes

The minutes of the Showground Users Group Section 355 Committee ordinary meeting dated 17 February 2021 be confirmed as true and correct.

Moved: Rod Jones

Seconded: Trish Taylor

1.5 Business arising from previous Minutes

Item/Discussion	Action	Status
Update on Electrical work/solar	JRC & Ben Tregear spoken to today. Level 3 certifier JRC to redesign going from above ground to underground. Ben Tregear is ready, Hold up is Essential Energy.	Ongoing
Tree Removal at RDA site	Still waiting for programming from Parks & Gardens.	Ongoing
Request from RDA to have grounds sprayed	No further update at this stage	Ongoing
Sky Light Pavilion	Andrew to follow up	TO be followed up
Road Patching work requested	When Simon has left over material from other jobs it will be undertaken	Ongoing
Dressage/Jumping Arena Relocation Due to Water Run off	Simon has had a meeting regarding current drainage requirements. Hopeful of possibility of reorientating one of the arenas to utilize that space. Will be 3m shorter. Dressage arena is required to be 60m x 20m	Ongoing
Cover over Horse Yards	Completed	Completed
Metal Rubbish Removal near Covered Yards	Still getting quotes for pick up to receive some payment for scrap	David following up
Loading Ramp Removal/Relocation-Hand railing	Still to be actioned	David Manwaring
Camping Area Water	Still ongoing. Trying to work best scenario regarding cost.	Ongoing
Tree Pruning	Still to be completed,	Ongoing
Speaker Wire Damage	Still to be addressed with Ben Tregear	Ongoing
User Group Bookings	Heifer Show date still to be advised	Ongoing
Covid Signage	Andrew to check that signs have been made and to be put up at grounds.	To be actioned
SCCF Funding	General business	
Electrical Poles	Completed	
RDA Grounds	To be discussed in general business	

Cattle Building	Topsoil work completed. Locks ordered	Completed
Master Plan	General Business	
Sprayer Unit	General business	
Door Locks Cattle Building	Ordered	Completed

1.6 Correspondence in/out:

- Incoming correspondence:
Nil
- Outgoing correspondence:
Nil

Moved:
Second:

1.7 Report from the Treasurer/Chairperson/Secretary:

Treasurer's report attached.

Camping income is collated not listed individually. March was a good money earner for camping income. April income to date has been good. Pavilion booking in April assisted.

Moved: Trish Taylor
Second: Rod Jones

1.8 General Business:

- Potential booking for Luncheon Pavilion 18th September (All Day)
Town Hall is booked out for elections for 13 weeks so some bookings may relocate to luncheon pavilion.
- Discussion regarding succession planning for Chairperson role
Councillors questioned why S355 being chaired by council employee.
Succession plan to be put in place. Short term/long term. Do we change form a s355 committee to a advisory committee? Advisory committee gives full decision making to council.
Council have a workshop in May.
Letter to be drafted to council recommending that we remain a S355 committee and Andrew Brock retain the position of chairperson on this committee.
Moved: David Manwaring
Second: Rod Jones
CARRIED
- Sand arena & drainage work update/discussion
Possibility of show jump yard reorientation to remain in the same area so potentially only Dressage arena needs relocation.
- Spray unit update

Recommend that the purchase of spray unit as advised by David Manwaring to the cost of \$750 be approved.

Moved: David Manwaring

Second: Rod Jones

- Toilet Block works-Grant

Due to current weather conditions. Getting too cold to paint external parts of toilet block. Paint to be purchased. Finishing off covered yards in grant funding.

New grant opened today. Andrew to investigate further. It is up to \$150k. Potential to apply for \$100k new amenities block and \$50k towards luncheon pavilion.

- Update on Electrical works

Already covered in business arising

- Meeting Dates

Options of bimonthly meetings.

Monthly every second meeting electronically?

TO be discussed further.

- Caretaker Report

Garbage Bins. Pick up location has been raised by Andrew with Waste Department. It is sorted. Current location is to remain.

Andrew to talk to Simon about a large truck for collection of rubbish Tree branches and Concrete as well.

Camping Signs have been made now need to be erected

Dog Dropping collection bins. Andrew to follow up with Regulatory department.

Smell in ladies toilet. Septic needs to be pumped out?

Light in luncheon pavilion. To be done next time Ben Tregear at grounds

Dripping Taps. Washers in sinks and showers need to be replaced in camping toilets.

Amenities building painting. When works being undertaken. Pavilion side of grounds to be opened up for camping.

Fire Pits. Are allowed. In correct vessels.

- Events/Bookings

B & S Cancelled for 2021. Hopeful to run in 2022.

Update of Fees for Hiring showground facilities.

David Manwaring to drop his charges list to Andrew. To be distributed to User groups. Have a think of charges and bring to next meeting in May. Include Indoor Arena.

- RDA AGM

Andrew attended their recent AGM. A lovely morning tea was held. Utilising of grounds for parking etc to be looked at.

- Campers

Improvement in comments online about facilities.

- Cattle Building

Kitchen is in.

Awaiting on plumber.

Locks ordered.

- Shearing Facilities in Colin Morrow Pavilion

Major works/upgrade required.

Back up is that it is on the Crown Lands report.

- Cootamundra Showgirl won Sydney Royal Show Girl competition. Congratulations to Jess.

- Rod commented on grounds looking great. We have funds in account we should consider utilising them when required for maintenance.

- Coota Expo

Not going ahead unfortunately due to additional requirements brought by Covid 19.

- Council Community Donations

Are open until May. The User group has discussed this and feels as a group that we are not in need of this assistance.

- Vintage Motorbike Event to start from the showgrounds later in the year.

- Swap Meet going ahead in September. Joan will discuss council requirements with council.

- RDA will recommence operations on 3 May.

1.9 Date and Time of Next Meeting

The next meeting is scheduled for 19 May 2021 Alby Shultz Meeting Centre.

Time Meeting Closed 8.20pm

Sign Off in the Volunteer Attendance Register

8.1.9 UPDATED COUNCIL MEETING ACTION REPORT

DOCUMENT NUMBER	349587
REPORTING OFFICER	Marianne McNerney, Executive Assistant to the General Manager
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.2 Active participation and engagement in local decision-making
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. Updated Council Meeting Action Report ↓

RECOMMENDATION

The Updated Council Meeting Action Report, attached, be noted.

Introduction

The Council Meeting Action Report lists actions resolved from previous Council Meetings so the Mayor and Councillors can be assured those actions are completed or progressing.

COUNCIL MEETING ACTION REPORT

MEETING / ITEM	ACTION	OFFICER	STATUS
05.07.2017 18.06.2019 19.09.2019	Amend Gundagai LEP 2011 to correct mapping discrepancies	Manager Development, Building and Compliance	<p>May 2020 update – negotiations underway with DPIE regarding progressing the remainder of this proposal.</p> <p>June 2020 – Council has been allocated new staff from DPIE, negotiations underway as to the most appropriate way to progress this matter.</p> <p>September 2020- ongoing</p> <p>November 2020 – ongoing</p> <p>December 2020 – ongoing</p> <p>February 2021- Ongoing – resource allocation for this to be finalized as part of the commitment to the Public Spaces Legacy Program</p> <p>March 2021 – Ongoing</p> <p>April 2021 – report prepared and submitted for consideration at this Ordinary Meeting of Council</p>

Ordinary Meeting 30 October 2018			
ITEM	ACTION	STAFF	Status
<p>Council, with further consultation, consider the representations made by Mr. Peter Beath on behalf of the members of the Cootamundra Aboriginal Working Party, in his letter dated 24 October 2018.</p> <p>8.1.4 Resolution 215/2018</p>	<p>"It is recommended the CGRC take a proactive approach engaging with the existing community groups and organisations to look at the formation of a formal Aboriginal Advisory/Consultative Committee under section 355 of the local Government Act 1993"</p>	<p>Manager Culture and Community</p>	<p>July 2020 MOU written</p> <p>May 2021 – report prepared and submitted for consideration at this Ordinary Meeting of Council</p> <p>Remove for June</p>
<p>8.1.5 Resolution 216/2018</p>	<p>2. In time, and subject to available funding, CGRC, in conjunction with the local Aboriginal communities, the Brungle-Tumut LALC and the Young LALC, undertake the mapping of the sites of cultural significance to Aboriginal people in this LGA.</p>	<p>Manager Development, Building and Compliance</p>	<p>May 2020 – seek funding opportunities to undertake the required studies as they arise.</p> <p>February 2021 – Grant application submitted to allow an Aboriginal Cultural Heritage Study to be undertaken.</p> <p>March 2021 – Grant application currently under assessment by Heritage Office</p> <p>April 2021 – No further update</p>
<p>8.1.5 Resolution 216/2018</p>	<p>4. The Consultative Committee consider the implementation of an Indigenous Employment Strategy</p>	<p>HR/GM</p>	<p>February 2021- to be listed for discussion at the next Consultative Committee meeting/ Opportunities for indigenous employment have been fruitful over the previous 12 months.</p>
	<p>CGRC put in place Cultural (Aboriginal) Competency/Cross Cultural training to Council Staff and Councillors.</p>	<p>Manager Culture and Community</p>	<p>September 2020 - CAWP/Gundagai Cultural Group considering options for suitable training providers.</p> <p>December 2020 - CAWP/Gundagai Cultural Group still considering options for suitable training providers.</p> <p>February 2021 – Request sent for workshop date</p> <p>May 2021 – Dates need to be supplied to CAWP and Gundagai Cultural Group by Council</p>

ITEM	ACTION	STAFF	Status
17.01.2019	Investigations to be undertaken to determine feasibility of providing a safe and accessible pedestrian pathway to link Cootamundra town centre and the cemetery on Yass Rd.	Manager Civil Works/ Road Safety Officer	Long term project. Include in new PAMP CYCLEWAYS Plan Safety audit of rail overpass completed. November, 2020 - Draft report to go to November, 2020 Traffic Committee Meeting for consideration. December 2020 – Further information being compiled. February 2021 – meeting to be arranged between Manager Development, Manager Civil Works and GM and Developer

ORDINARY MEETING - 25 June, 2019

ITEM	ACTION	GM	Status
Aside request from Cr Sheahan	Disability access audit of business' with awareness programme delivered by Council staff to business owners/managers Starting with Council premises first.	Manager Development, Building and Compliance	May 2020 Update – committee agreed to access the professional services on offer to commence this process. Due to the COVID 19 situation this has not been possible. May 2021 – Resourcing is still an issue

ORDINARY MEETING 26 NOVEMBER, 2019

ITEM	ACTION	STAFF	STATUS
8.7.2 COUNCIL MINI HIACE BUS COMMUNITY USAGE REVIEW RESOLUTION 437/2019 Moved: Cr Penny Nicholson Seconded: Cr Leigh Bowden	2. Council undertake consultation with representatives of Mirabooka to develop a fee proposal to be included in the report, to be prepared and submitted to the Ordinary Meeting to be held Tuesday, 26th May, 2020	Manager Civil Works/ GM	June 2020- Report to be prepared for the consideration of Council at the Ordinary Meeting to be held 30 th November, 2020. November, 2020 – report deferred until normal bus use resumes.

	for the consideration of Council for inclusion in the 20/21 Fees and Charges. 3. A further report with more accurate hire details be prepared and submitted to the Ordinary Meeting to be held Tuesday, 26th May, 2020 for the consideration of Council.		May 2021- no change
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Ordinary Meeting March, 2020			
ITEM	ACTION	STAFF	STATUS
8.1.6 Minutes of the Gundagai Tourism Action s355 Committee Meeting February 2020	Council look at options for funding a speaker system to be purchased and installed in Sheridan Street that has the capacity to play a local radio station and can be utilised for events	Manager Community and Culture Facilities Manager	December 2020 – still awaiting quote from supplier. February 2021 –Requested Manager Facilities include with works program. May 2021 - Grant Funding to be applied for as not part of the Drought Funding Program – Remove for June
8.6.2 Stockinbingal Sewerage Scheme	1. Engage Public Works to prepare business case 2. An application be made under the safe and secure water program for funding towards a detailed design.	Manager Assets	October, 2020 –ongoing February 2021 – Public Works have prepared a draft business case which is currently under review.

ORDINARY MEETING 28 JULY, 2020			
ITEM	ACTION	OFFICER	STATUS
8.1.3 Governance responses to issues identified by the Audit Office NSW Resolution 204/2020	2. Council continue negotiations with Riverina Eastern Regional Organisation of Council regarding software and training for <i>Legislative policy and register reporting frameworks</i> and initiate more formal discussions with the Office of Local Government and the Audit Office to address	GM	February 2021 – a submission was prepared by REROC for consideration by Office of Local Government

	administrative and cost burdens associated with best practice responses.		
8.6.1 Ten Year Plant Replacement Programme and Plant Fund Resolution 225/2020	That development of a detailed ten year strategic plant management plan be referred to the Finance Committee for ongoing review until the committee is satisfied that the plan be referred to Council for adoption.	Finance Committee	October, 2020 – Ongoing February 2021- performance management requirement
8.7.1 Civil Works and Technical Services Report - July 2020 Resolution 226/2020	Council investigate drainage concerns along the Wallendoon Street edge of Clarke Oval.	Manager Civil Works	To be surveyed and designed to prepare cost estimate for future funding. February 2021 – Survey and design yet to be undertaken

ORDINARY MEETING 29 SEPTEMBER, 2020			
ITEM	ACTION	OFFICER	STATUS
8.6.1 Construction of Water Supply Extension to Dog on the Tucker Box, Gundagai RESOLUTION 286/2020	Council enter into a contract as detailed in the Water Supply Extension documentation, circulated under Confidential Cover in this unique circumstance.	Manager Assets	February 2021 – Crown Land required a review of environmental factors to be prepared to approve an access licence. This is being undertaken by Public Works
9.1 Acquisition of Land for Residential and Industrial Expansion at Gundagai RESOLUTION 291/2020	<ol style="list-style-type: none"> 1. That Council investigate the purchase of suitable industrial and residential land for expansion of North and South Gundagai. 2. That Council consult local developers and real estate agents about opening up further blocks for residential growth in Cootamundra. 3. That Council fast track the provision of services to the Turners Lane industrial blocks and list them with the local real estate agents. 	GM	<p>February 2021 - A local real estate is preparing a map of potential land for strategic consideration.</p> <p>2. A meeting is being arranged between General Manager, Manager Development building and Compliance, Manager Civil Works and developer</p> <p>3. Grant opportunities for the provision of services are being sought. Further valuation of the land is being prepared.</p>

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ORDINARY MEETING 27 OCTOBER, 2020			
ITEM	ACTION	OFFICER	STATUS
<p>7.1 Minutes of the Access and Inclusion Committee Meeting held on Thursday 1 October 2020</p> <p>Resolution 001/2020</p>	<p>2. Council priorities the upgrade of the footpath on the western side of Sutton Street, between Hurley and Mackay Streets, so it joins the existing footpath leading to the town centre.</p> <p>3. The works be prioritised as a matter of urgency</p> <p>4. A list of foot path works be provided to Council</p>	Manager Civil Works	<p>To be estimated and included in future works.</p> <p>March 2021 – Scheduled to be designed and costed. Annual footpath priority list scheduled as per Maloney Asset Condition report.</p>
<p>8.1.7 Cootamundra Tourism Action Group s.355 Committee Meeting Minutes</p> <p>Resolution 315/2020</p>	<p>The recommendations contained in the Minutes for the consideration of Council are as follows:</p> <p>1. Council reinstate the “Best dry land wheat growing region” sign at the Wallendbeen round-about area that was removed when the new Council signage was erected.</p> <p>2. Council install new and appropriate Village Centre directional signage (current signs are small and easily missed when travelling on the highways)</p> <p>3. Council seek appropriate permissions from Transport for NSW to undertake landscaping and beautification + ongoing maintenance of the Roundabout.</p> <p>4. Council enact any existing or develop a new landscaping plan for the Wallendbeen Rest-area. This</p>	<p>1 Manager Civil Works</p> <p>2 Manager Civil Works</p> <p>3 Manager Civil Works</p> <p>4 Manager Waste, Parks & Recreation</p>	<p>Council staff to investigate the possible location of the old “Best dry land wheat growing region” sign. February 2021-Signage unable to be located. New signage would have to be budgeted for and ordered</p> <p>Follow up funding for signage with Manager Facilities</p> <p>March 2021 – Seeking financial clarification by finance.</p> <p>2.May signage being arranged</p> <p>3.May 2021-TfNSW will consider a landscape design however costs will have to be borne by Council</p> <p>May 2021 – no funding has been allocated for works to proceed.</p>

	<p>should be bright, colourful and enticing and give a great first impression of our LGA!</p> <p>5. Council seek funding to re-vamp the Milestone Sculptures including the replacement or upgrade of the Fibre-optics lighting system.</p> <p>6. Council assist the Wallendbeen Community Association by working with the new owners of the Service station site to see development progress made, and with GrainCorp to progress options for the Silo painting to go ahead or other appropriate activities to be considered.</p> <p>9. That Council investigate its options to develop a dual-purpose tourist viewing area and bushfire mustering point on Rosehill Road.</p>	<p>5 Manager Community and Culture</p> <p>6-8 Manager Development, Building and compliance</p> <p>9 Manager Community and Culture</p>	
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5. February 2021-Upgrades to be undertaken when funding has been sourced.

6. Development Consent in place for redevelopment of site.

<p>Silos are considered to be active assets of GrainCorp at this stage there is no agreement to permit painting.</p> <p>May 2021 – meeting held with Wallendbeen Community Association (WCA), GrainCorp and ARTC representatives to progress the silo art initiative. WCA are to submit documentation to GrainCorp.</p> <p>Council requests further information</p>			
<p>8.10.1 Feasibility of a Waste Transfer Station at Adjungbilly</p> <p>RESOLUTION 331/2020</p>	<p>2. A further report be prepared and submitted for the consideration of Council to the Ordinary Meeting scheduled to be held 8th December, 2020.</p>	<p>Manager Waste, Parks and Recreation</p>	<p>November 2020 - Due to existing workload, existing resources and already committed timeline works will be undertaken early in 2021.</p> <p>February 2021 – scheduled in Works Program for report to be submitted at the Ordinary Meeting to held August, 2021.</p> <p>May 2021 – these works are pending the review and development of LEMP Rehabilitation Plans for the transfer of the 2 village landfills into Transfer Stations. Once this has been completed the full review will be undertaken.</p>

ORDINARY MEETING 27th January, 2021			
ITEM	ACTION	OFFICER	STATUS
8.7.1 AERODROME ADVISORY COMMITTEE RESOLUTION 020/2021	1. A further report be prepared and submitted to Council detailing annual costs (i.e. maintenance and any other charges against budget) and income received for the aerodrome.	Manager Civil Works	May 2021 – Report being prepared for June 2021 meeting

ORDINARY MEETING 23 rd February, 2021			
ITEM	ACTION	OFFICER	STATUS
Report on Claron Estate Development (Discussed during item 8.1 Building Better Regions Fund Round Five application for the Turners Lane Industrial Subdivision Development Cootamundra)	Provide an update to Council	General Manager	Options are currently being investigated. Meeting with staff held 29.03.2021 April 2021 Manager civil Works to receive sought after quotes regarding the redesign of Claron Estate Cootamundra subdivision. Working party on Strategic Planning for Residential and Industrial land developed. May 2021 - Sites in Gundagai inspected as potential residential development

ORDINARY MEETING 30 th March, 2021			
ITEM	ACTION	OFFICER	STATUS

8.1.2 Dog on the Tucker Box Development Draft Masterplan Study Resolution 002/2021	2.The Draft Dog on the Tuckerbox Masterplan be placed on Public Exhibition for no less than 28 days inviting submissions from stakeholders, the community and all interested parties. 3.A further report on the Dog on the Tuckerbox Development will be prepared and submitted for the consideration of Council at a future Meeting.	Media Officer GM	Arrangements made to place document on public exhibition. Community drop-in to be arranged for early May at Gundagai Chambers. Meeting to be scheduled with the Hon. Michael McCormack (Deputy Prime Minister) and Member for Cootamundra, Steph Cooke MP and representatives of the Roads and Maritime Services. May 2021 – Ministers Office trying to determine suitable date. Report prepared and submitted to the Ordinary Meeting scheduled to be held 25 May, 2021
8.1.5 Tender for Wet and Dry Hire of Plant Resolution 003/2021	A further report be prepared and submitted for the consideration of Council at the completion of the tendering process.	Procurement Officer	April, 2021 - A report will be prepared and submitted to the Ordinary Meeting scheduled to be held 29th June, 2021 for the consideration Of Council
Section 355 Committees An aside note	A letter be drafted advising all s355 committees that council staff will be withdrawing from any chair, secretary or treasurers' position currently held and will not be undertaken in the future.	Manager Facilities	May 2021 - Council Workshop undertaken 11th May. Recommendations given by council. Discussions to be had with groups. Positive outcome from Councillors
8.2.1 Monthly Finance Report for February 2021 Resolution 004/2021	A Further Report On The Turners Lane Cootamundra Industrial Development Project Be Prepared And Submitted To Council After Advice Regarding The Current Funding Application Advice Being Received By Council. Further finance details surrounding current grant funded projects be held at a Councillor workshop.	GM	May 2021 – Confidential Report prepared for consideration at May 2021 Meeting

8.3.1 Cootamundra-Gundagai Agritourism Development Strategy for Community Consultation Resolution 005/2021	Change to image on cover of Agritourism Development Plan to local image. The Cootamundra-Gundagai Agritourism Development Strategy document be placed on Public Exhibition for the required 28 days.	Manager Culture And Community	May 2021 - Report being prepared for consideration Ordinary meeting to be held 29 th June 2021.
8.6.2 Gundagai Sewage Treatment Plant - February 2021 Progress Report Resolution 006/2021	Follow up discussions to be held with GM and Cr Palmer (Deputy Mayor and Cr Kelly)	GM	
8.7.1 Tender for Winning and Crushing of Gravel	A further report be prepared and submitted for the consideration of Council at the completion of the tendering process.	Procurement Officer	May 2021-A report has been prepared and submitted to the Ordinary Meeting to be held 29 th June, 2021 for the consideration of Council
8.10.1 Cootamundra Landfill Operating Hours Review Resolution 007/2021	The proposed changes to the Cootamundra Landfill operating hours be placed on public exhibition for a period of 21 days inviting submissions from any interested persons. A further report be prepared and submitted to the Ordinary Meeting to be held 27 th April, 2021 for the consideration of Council following the 21 day public exhibition period.	Manager Waste, Parks and Recreation	May 2021 – Report prepared and submitted for consideration at May 2021 Meeting
ORDINARY MEETING 27th April, 2021			
ITEM	ACTION	OFFICER	STATUS
8.1.15 Cootamundra Tourism Action Group s.355 Committee Meeting Minutes and Membership	Manager Community & Culture to contact the sculptor of the Milestones Monument to discuss lighting options. The matter of the development of a masterplan was deferred for further discussion.	Manager Community & Culture	May – met on site with sculptor 10/05/2021. Technician attended site and completed repairs to restore power to the site. Upgrade to be investigated with supplier.

8.3.1 Cootamundra-Gundagai Regional Council Youth Strategy 2020-2030 Resolution 082/2021	The draft Cootamundra-Gundagai Regional Council Youth Strategy 2020-2030 be deferred for consideration to place on public exhibition for a period of 28 days to the Ordinary Meeting scheduled to be held 25 th May, 2021.	Manager Community and Culture	May 2021 - Report included in agenda
8.4.4 Lot 53 Banjo Paterson Place, Gundagai - Variation to 88B Instrument Resolution 086/2021	Further consultation be held between Planning staff, the developer, the mortgagees and other landholders in the estate be undertaken with a further report to be brought back to Council for consideration.	Manager Development, Planning and Compliance	May 2021 – Discussions have been held with proponent about alternate planning pathways for this proposal. Awaiting feedback from applicant
8.9.3 Cootamundra Strikers Soccer Club Request for Assistance to Develop Fields at O'Connor Park Cootamundra Resolution 094/2021	<p>2. Council not support the request from the Cootamundra Strikers' Soccer Club to assist with the development of fields 1 and 2 contained within O'Connor Park for the purpose of holding annual events to raise funds for all ongoing maintenance costs of the playing fields in an effort for the Club to be self sustainable.</p> <p>3. Council support the Strikers Soccer Club to return to the Cootamundra Showground for future B and S Ball events dependent upon the requirements for approval at the time of the event.</p>	Manager Civil Works	May 2021 - Response prepared and sent. Remove for June

8.1.10 INFORMATION BULLETIN

DOCUMENT NUMBER	349607
REPORTING OFFICER	Marianne McInerney, Executive Assistant to the General Manager
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.3 Cootamundra-Gundagai Regional Council is a premier local government Council</p>
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	<ol style="list-style-type: none"> 1. IPART - Ratepayer summary Cootamundra-Gundagai Regional Council-2021-22-special rate variation ↓ 2. Media Release Michael McCormack - St Lawrence Residential Aged Care Facility ↓ 3. Ministerial Release - Public Inquiry into Central Coast Council ↓ 4. 2021-22 Determination of the Local Government Remuneration Tribunal ↓ 5. Ministerial Release - Key Rating Reformd for Local Councils ↓ 6. Ministerial Message - Superannuation for Councillors - 14 May 2021 ↓ 7. Ministerial Release - Regional Councils Plug into ePlanning ↓ 8. Advice - Stronger Country Communities Fund R4 ↓ 9. Correspondence - David Shoebridge - Amendments to the Local Government Bill 2021 ↓ 10. Correspondence - John Barilaro - Stronger Country Communities Fund - R4 ↓ 11. Correspondence - Briana Fritsch - Letter of Appreciation ↓ 12. NSW Public Libraries Association Information Booklet ↓ 13. Refugee Week 2021 - Unity - the Way Forward ↓ 14. Rotary Inspirational Womens Award 202 ↓ 15. Circular 21-05 - Cat Management Requirement for Councils ↓

RECOMMENDATION

The correspondence and information attached to the Information Bulletin be received and noted.

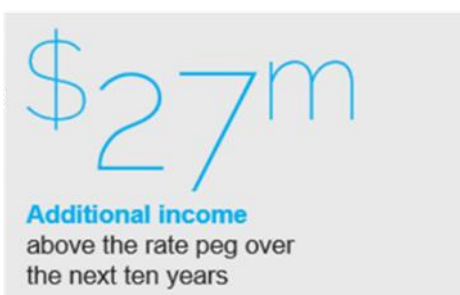
Council receives correspondence and information from a variety of sources on a regular basis. The attached correspondence and information is attached for the interest of Council and the community.

Cootamundra-Gundagai Regional Council – Ratepayer Summary

Cootamundra-Gundagai Regional Council's (the council) operating results, excluding grants, have been in deficit and will continue to decline. Without further funding, the council will be financially unsustainable and will be unable to maintain current service levels or undertake asset renewal in the longer term. Following a review of its financial sustainability, the council has applied to increase its general income through a special variation (SV) over 4 years of 20%, 16%, 5% and 5% (including the rate peg). It has proposed to retain the cumulative increase of 53.5% permanently in its rate base.¹

IPART has approved the SV increase proposed by the council, to apply to its general income from 2021–22.

Impact on council's income



Purpose

- ▼ Improve financial sustainability
- ▼ Maintain delivery of existing services

We consider that the council's application has demonstrated a need for additional income. In addition to increasing its revenue through the SV, the council has realised savings through operating more efficiently and reducing its costs. We note that the council harmonised its rates in 2019–20,¹¹ prior to submitting its SV application. As a result, the illustration below captures only the impact of the proposed SV on the council's post-merger rates and does not include impacts from harmonisation.

Impact on rates from 2021–22 to 2024–25



We assessed the council's application against the Guidelines issued by the Office of Local Government (OLG) and determined that it has met the criteria for a special variation.

Financial Need

Demonstrated
↓



Without the special variation, the council's financial position will continue to deteriorate. The council will be unable to renew its assets, which will impact on its ability to deliver existing services.

Community awareness

Demonstrated
↓



The council used a wide variety of consultation methods to communicate the proposed rate increases. It clearly communicated the need for, purpose of and impact of the rate rise to its ratepayers.

Reasonable impact on ratepayers

Demonstrated
↓



The council considered the impact on its ratepayers. It compared economic indicators and considered that ratepayers could afford the proposed rates. The council's average rates will be comparable to neighbouring and similar councils.

IP&R documentation

Demonstrated
↓



The council exhibited, approved and adopted relevant documents showing it had planned for the special variation and considered alternatives.

Productivity Improvement and Cost Containment

Demonstrated
↓



Through a series of initiatives, the council has realised annual savings. The council has also proposed future cost reduction strategies.

Response to the concerns raised in submissions

Councils applying for additional funding through an SV process are required to undertake community engagement. As part of our process, IPART also accepts submissions from stakeholders.

We considered all the concerns and issues raised in submissions. Our responses to the most common ones are outlined below.

Stakeholders were concerned that the rate increases are too high and not affordable

The council's proposed rate increases are significant. Currently, its average residential rates are relatively low. By the end of the SV period (30 June 2025), these rates will still be comparable to the average rates of neighbouring councils and lower than other NSW councils with similar socioeconomic characteristics to the Cootamundra-Gundagai area. This suggests the proposed increases are reasonable and generally affordable for most ratepayers.

We note that the council has a hardship policy to assist ratepayers experiencing financial hardship. We also note that most of the submissions we received were on the council's original proposal of a 62.6% increase over 5 years, whereas we have approved its revised proposal of a 53.5% increase over 4 years.

Stakeholders considered that the council should look at ways of becoming more efficient and find savings before increasing rates

The council has looked at alternative ways to meet its financial needs. It has taken steps to improve its productivity and contain its costs in recent years which has reduced its operating expenses by around \$6 million. In 2020, it conducted a thorough review of its financial sustainability and operational efficiency to identify further cost saving opportunities. Its planned efficiency measures over the SV period are expected to generate further savings.

Stakeholders considered that the council should work within its current capacity

Despite its efforts to improve its financial position, the council has clearly demonstrated a financial need for the SV to maintain its financial sustainability. Without the SV, we found that council will not be able to meet its expenses with its limited income. Further, its deteriorating financial position will hinder its ability to maintain and renew the infrastructure used to provide its services to the community, which would continue to decline.

ⁱ Cootamundra-Gundagai Regional Council, *Application Part A, Worksheet 1*.

ⁱⁱ Rate harmonisation is the process of setting and adopting one rating system across the newly merged council.

**The Hon Michael McCormack MP**

Deputy Prime Minister

Minister for Infrastructure, Transport and Regional Development

Leader of The Nationals

Federal Member for Riverina

MEDIA RELEASE

17 May 2021

**McCORMACK WELCOMES HARDEN AGED CARE
ANNOUNCEMENT**

Deputy Prime Minister and Member for Riverina Michael McCormack has welcomed Cowra Retirement Village's announcement it plans to recommission the former St Lawrence Residential Aged Care facility at Harden.

"This is terrific news for the Harden-Murrumburrah community, particularly those families needing aged care services closer to home," Mr McCormack said.

"I look forward to continuing to work closely with Cowra Retirement Village chair Ian Donges and chief executive officer Scott Kable as they go through the due diligence process over coming weeks."

Mr McCormack said he remained committed to ensuring Harden had aged care services following the disappointing January decision of private sector operator Southern Cross Care to close St Lawrence, which was licensed for 45 beds.

"St Lawrence was built through the hard work and commitment of the local community and I am pleased another rural aged care services provider – Cowra Retirement Village – has plans to recommission St Lawrence because it has strong record of caring for its residents and has shared country values with the Harden-Murrumburrah district," Mr McCormack said.

"The Government in the Budget last week delivered an additional \$17.7 billion package of support and once-in-a-generation reform to aged care and I am determined Harden-Murrumburrah will have its fair share of quality aged care services.

"Our elderly residents in the Harden-Murrumburrah district have made the area the wonderful place it is now in which to live. They want, need and deserve the best care possible in their senior years."

Mr McCormack said he was delighted Mr Donges had committed to engaging with the Harden Regional Development Corporation and the wider community to start building a relationship of co-operation and mutual respect to help deliver sustainable and high-quality aged care at Harden.

The Hon Michael McCormack MP | Suite 2, 11-15 Fitzmaurice Street, Wagga Wagga NSW 2650 | (02) 6921 4600 | michael.mccormack.mp@aph.gov.au

"The Harden community, also, deserves the highest praise for fighting so hard for this vital asset," Mr McCormack said.

"I have listened to them and continue to work with the Minister for Senior Australians and Aged Care Services, Richard Colbeck, to deliver what they are calling for."

Ends

Media Contact: Shane Manning 0439 550 506



Shelley Hancock
Minister for Local Government

MEDIA RELEASE

Monday, 26 April 2021

PUBLIC INQUIRY INTO CENTRAL COAST COUNCIL

The NSW Government has announced a public inquiry into Central Coast Council to investigate its financial management and ability to serve the local community.

Minister for Local Government Shelley Hancock said a public inquiry will provide an independent, open, and transparent process to help improve the council's performance and sustainability.

"The performance of Central Coast Council, particularly concerning financial management, has been of great concern to the local community," Mrs Hancock said.

"On behalf of all Central Coast ratepayers, I want to see Council performing in the best interest of the community and this public inquiry will help get to the bottom of the issues which have impacted its performance, resulting in my suspension of Councillors and appointment of an interim administrator.

"Any member of the public with concerns about the council can now raise them directly with the Commissioner of the public inquiry."

Mrs Hancock has appointed Ms Roslyn McCulloch as Commissioner to undertake the inquiry. Ms McCulloch has three decades of experience in local government and planning law and conducted the 2019 public inquiry into Balranald Shire Council.

At the conclusion of the inquiry, the Commissioner will present a report to the Minister. The Commissioner may make recommendations having regard to the findings of the inquiry, including issuing a Performance Improvement Order or dismissing Council.

Mrs Hancock said the decision to hold a public inquiry also means that the local government election scheduled for the Central Coast in September will now need to be postponed until late 2022.

"My decision to order a public inquiry aims to give the community the best possible chance to restore confidence in its Council," Mrs Hancock said.

"As such, I have formed the view that it is in the public interest for all Central Coast councillors to remain suspended during the public inquiry process."

Council was first suspended in October last year with interim administrator Dick Persson AM appointed to provide independent governance to address widespread

financial, reputational and organisational issues.

Mr Persson was joined by former local government general manager Rik Hart to oversee the council's operational recovery. Mr Hart will now assume the role of interim administrator in May following Mr Persson's decision to step down from the role.

"Dick Persson has worked hard since being appointed interim administrator, stepping into a challenging role at short notice and under difficult circumstances," Mrs Hancock said.

"Rik Hart has nearly two decades of experience as a local government general manager at councils including the City of Parramatta, Inner West Council and Warringah Council and of course Central Coast Council.

"Given his experience and involvement alongside the current interim administrator, Mr Hart is ideally placed to assist in resolving the current financial crisis and continuing the council's road to recovery."

MEDIA: Jane Boag | 0419 417 514



Office of
Local Government

Circular to Councils

Circular Details	21-06 / 12 May 2021 / A768995
Previous Circular	20-23 2020/2021 <i>Determination of the Local Government Remuneration Tribunal</i>
Who should read this	Councillors / General Managers
Contact	Council Governance / (02) 4428 4100 / olg@olg.nsw.gov.au
Action required	Councils to Implement

2021/22 Determination of the Local Government Remuneration Tribunal

What's new or changing

- The Local Government Remuneration Tribunal (the Tribunal) has determined an increase of 2% to mayoral and councillor fees for the 2021-22 financial year, with effect from 1 July 2021.
- The Tribunal is required to determine the remuneration categories of councils and mayoral offices at least once every 3 years under section 239 of the *Local Government Act 1993* (the Act). The Tribunal last undertook a significant review of the categories as part of its 2020 review and will next review these categories in 2023.
- The Tribunal found that the allocation of councils into the current categories continued to be appropriate having regard to the 2020 review, the current category model and criteria and the evidence put forward in the submissions received.

What this will mean for your council

- Sections 248 and 249 of the Act require councils to fix and pay an annual fee to councillors and mayors from 1 July 2021 based on the Tribunal's determination for the 2021-22 financial year.

Key points

- The level of fees paid will depend on the category the council is in.
- A council cannot fix a fee higher than the maximum amount determined by the Tribunal.
- If a council does not fix a fee, the council must pay the minimum fee determined by the Tribunal.

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Where to go for further information

- The Tribunal's report and determination is available [here](#).
- For further information please contact the Council Governance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au.



Luke Walton
A/Deputy Secretary
Local Government, Planning and Policy

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Shelley Hancock
Minister for Local Government
Member for South Coast

MEDIA RELEASE

Friday, 14 May 2021

KEY RATING REFORMS FOR LOCAL COUNCILS AND COMMUNITIES PASSES PARLIAMENT

Councils and communities across NSW now have a fairer and more flexible rating system while councillors can receive superannuation payments after legislation passed in Parliament.

Minister for Local Government Shelley Hancock said the *Local Government Amendment Act 2021* implements the [Government's response](#) to IPART's review of the rating system and a range of other changes.

"These sensible and well-reasoned reforms will ensure that NSW's local government rating system continues to be fair and equitable, and responsive to changing community needs," Mrs Hancock said.

"The changes provide greater flexibility to make rates fairer in local communities, and help councils cater for population growth and infrastructure costs while protecting ratepayers from unfair rate rises.

"To protect residents from excessive and sudden rate rises, the 17 councils which must harmonise their rates from July will now be able to do it over up to eight years.

"Councils that choose to harmonise rates gradually are required to set out their intended approach over the full eight years to their local communities.

"At the same time, all councils will be able to create more flexible residential, business, and farmland rating subcategories to set fairer rates that better reflect access to local services and infrastructure.

"We are also allowing NSW councils to levy special rates above the rate peg for infrastructure jointly funded with other levels of government without IPART approval to help them deliver much-needed projects to benefit their local communities."

Mrs Hancock said all councils now have the option to make superannuation payments to the state's 1,300 councillors, addressing a long-standing inequity in local government.

"Councillors are dedicated to their residents and communities, and the opportunity to make superannuation payments will also help attract more diversity including women and younger people to serve on our local councils," Mrs Hancock said.

"Councils have the choice as to whether to make councillor superannuation payments in addition to their annual fees from July next year, taking into consideration financial issues and the views of their local community."

Mrs Hancock said IPART is currently developing a proposed methodology to take population growth into account when it sets the annual rate peg which caps council rating revenue increases each year.

"Modelling by the Centre for International Economics (CIE) reveals NSW councils would receive \$675 million in additional rates over five years, with a net gain of \$400 million once reduced infrastructure contributions are taken into account," Mrs Hancock said.

"This revenue injection will be pivotal in helping councils overcome growing pains with a reliable and sustainable revenue stream to provide key infrastructure for growing communities into the future including roads, drainage and open space.

"It's the new residents moving into these areas who will primarily cover the extra rating incomes.

"IPART will lodge its final report in September, with a new population growth methodology expected to be implemented from July 2022."

More information can be found on the IPART website [here](#).

MEDIA:

Caterina Polistina | Minister Hancock | 0439 196 539

5/17/2021

Minister's message - 14 May 2021



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Message from Minister Hancock

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17 May 2021



Legislation passes Parliament to introduce superannuation for councillors

I am delighted that legislation has passed Parliament to introduce superannuation payments for NSW's 1,300 hard-working councillors.

The *Local Government Amendment Act 2021* addresses a longstanding inequity in local government by providing councils with the option to make superannuation payments to mayors and councillors on top of their annual fees from July next year.

Councillors undertake important work for their communities while facing a high workload and responsibilities which make it difficult to juggle work, family and civic commitments.

This has been particularly true as councils and communities have faced drought, bushfires, floods and the COVID-19 pandemic.

info.olg.nsw.gov.au/pub/pubType/EO/pubID/zzzz609cb1df69cee589/print/1/

1/2

5/17/2021

Minister's message - 14 May 2021

As a former councillor of 17 years, I know only too well the challenges of serving in the level of government closest to the community.

We also know that councillor remuneration is a significant factor in encouraging more people, particularly women and young people, to stand for their community and become councillors.

Research shows that on average women retire with 47 per cent less superannuation than men, so introducing superannuation for councillors will help address a key financial concern for women considering running for council.

The decision on whether to make superannuation contributions will be left to each council, taking into account financial considerations, the views of councillors and the expectations of their local community.

Councils will be required to make the decision to pay councillors superannuation by resolution at an open meeting of the council, thereby ensuring public accountability and transparency.

The NSW Government is delighted to address this long-standing inequity in local government, and recognise the dedication and commitment of councillors across the state by introducing superannuation payments.

Shelley Hancock
Minister for Local Government

Please click here to [unsubscribe](#) from our mail list.

**Rob Stokes**

Minister for Planning and Public Spaces

Victor Dominello

Minister for Digital and Minister for Customer Service

Shelley Hancock

Minister for Local Government

MEDIA RELEASE

Tuesday, 18 May 2021

REGIONAL COUNCILS PLUG INTO E-PLANNING

Councils in regional areas will benefit from \$4.8 million in grants to help them process development applications online.

Minister for Planning and Public Spaces Rob Stokes said each of the 96 regional councils will receive \$50,000 under the Regional NSW Planning Portal Grant program to assist them transition to the digital ePlanning system.

"Our ePlanning platform offers an online tool where people can access planning services and lodge and track the progress of applications from anywhere, at any time," Mr Stokes said.

"We need to help councils update their processes in line with community expectations. Most things are done digitally now – the days of paper-based transactions that can only take place during business hours are behind us.

"But we understand this sort of transition takes time and requires investment, which is why we are giving councils in the regions \$50,000 to do so."

Minister for Digital and Minister for Customer Service Victor Dominello said the grants were win-win for both regional councils and citizens.

"Since its launch, ePlanning has already proven it is faster, more accurate and offers greater transparency and convenience for the people of NSW."

Minister for Local Government Shelley Hancock said the grants are a fantastic demonstration of support for regional areas and will help councils improve their service to communities.

"Whether upgrading or replacing IT systems and software, learning how to use the platform, or providing support to their residents, these grants will make it easier for councils to get online," Mrs Hancock said.

All NSW councils are required to be using the NSW Planning Portal to lodge development applications and complying development certificates by 1 July 2021, in line with the Premier's 2019 mandate.

MEDIA**Pat Whiteley | Minister Stokes | 0427 876 804****Simon King | Minister Dominello | 0417 619 075****Caterina Polistina | Minister Hancock | 0439 196 539**



The Hon. John Barilaro MP
Deputy Premier
Minister for Regional New South Wales
Minister for Industry and Trade

CM9 Ref: RVF21/665

Clr Abb McAlister
Mayor, Cootamundra-Gundagai Regional Council
PO Box 420
COOTAMUNDRA NSW 2590
E: mail@cgrc.nsw.gov.au

CC: Mr Phil McMurray, General Manager, phil.mcmurray@cgrc.nsw.gov.au

Dear Clr McAlister

Stronger Country Communities Fund – Round Four

I am pleased to confirm the NSW Government's commitment to a new \$100 million Round Four of the Stronger Country Communities Fund (SCCF) as part of the recharged \$2 billion Regional Growth Fund.

The Fund was introduced by the NSW Liberal and Nationals Government in 2017. To date, the Fund has invested \$400 million into over 1,500 projects across every corner of regional NSW. These projects have boosted the liveability of the towns we call home.

Round Four will provide an additional \$100 million for community projects in regional NSW, including up to \$50 million for projects that increase female participation in sport and enhance female sporting facilities. This brings the total funding for the SCCF to \$500 million.

The funding available for projects in the Cootamundra-Gundagai Local Government Area (LGA) is \$1,566,786.

Round Four is open to regional councils and Joint Organisations, eligible community organisations and Local Aboriginal Land Councils.

Funding will be allocated to projects that meet the program assessment criteria which includes Community Support, Viability and Alignment to the Program Objectives. It is strongly encouraged that applications totalling up to fifty percent of the Round Four funding allocation for each LGA are for projects that increase female participation in sport and enhance female sporting facilities. Council is encouraged to partner with community groups as the lead applicant where the project involves council owned infrastructure.

I encourage Council to start consulting with the community and preparing applications for Round Four as early as possible.

Round Four of the SCCF opened on 1 May 2021

Round Four of the SCCF opened to all eligible applicants on 1 May 2021 will close at 12pm on 25 June 2021.

How to apply

Visit <https://regionaldevelopment.smartygrants.com.au/SCCF4> to submit an application to the Stronger Country Communities Fund Round Four.

GPO Box 5341 Sydney NSW 2001 • P: (02) 8574 5150 • F: (02) 9339 5558 • W: nsw.gov.au/deputypremier

Assistance to prepare applications

The Program Guidelines and other resources are available on the SCCF website at nsw.gov.au/sccf. A webinar will be held during the application open period to assist in application development.

Council is encouraged to work with the Department of Regional NSW to put forward eligible projects and/or programs that align with the program's objectives to boost the liveability of communities in regional NSW and remove barriers to female participation in sport.

Your local Business Development Manager is Louise Conibear who can be contacted on louise.conibear@regional.nsw.gov.au or 0428 764 432 to provide information on the program to assist you to develop applications.

Thank you for your support of SCCF for Rounds One, Two and Three. I look forward to seeing your community's Round Four project applications.

Yours sincerely

**The Hon. John Barilaro MP**

Deputy Premier

Minister for Regional New South Wales

Minister for Industry and Trade

CC: The Hon. Bronnie Taylor MLC, Minister for Mental Health, Regional Youth and Women

CC: Ms Stephanie Cooke MP, Member for Cootamundra

DAVID SHOEBRIDGE
Greens NSW MP



All NSW Mayors and General Managers
Local Councils in NSW
Sent by email

4 May 2021

Amendments to the Local Government Amendment Bill 2021

We have proposed amendments to the Local Government Amendment Bill 2021 that we intend to move for a vote when Parliament returns in early May.

The amendments include the following proposed changes:

1. An amendment to get rid of rate pegging entirely - this would mean councils could adjust their rates as needed.

There is significant evidence that rate pegs are inappropriate for modern councils who are often struggling with the burden of cost-shifting from State Government but with little capacity to increase income to serve their communities.

2. In the alternative to the amendment to get rid of rate pegging, we have an amendment that would allow councils to raise rates by 8% without the need for IPART to approve the change.

This would mean most councils could get the financial relief they need to deliver services without going through the time consuming and resource intensive IPART process.

3. Removing the Emergency Services Levy from the rate cap. This is a State Government imposed levy and should not be counted as a council charge for the purpose of calculating rates.

It is hoped that these measures would bring some much needed relief to financially strapped councils around NSW and allow them to properly support their local communities.

I am of course available to discuss this further at any time. My email is david.shoebridge@parliament.nsw.gov.au or office phone is 9230 3030.

David Shoebridge, Greens MP and Local Government Spokesperson



The Hon. John Barilaro MP
Deputy Premier
Minister for Regional New South Wales
Minister for Industry and Trade

CM9 Ref: RVF21/665

Clr Abb McAlister
Mayor, Cootamundra-Gundagai Regional Council
PO Box 420
COOTAMUNDRA NSW 2590
E: mail@cgrc.nsw.gov.au

CC: Mr Phil McMurray, General Manager, phil.mcmurray@cgrc.nsw.gov.au

Dear Clr McAlister

Stronger Country Communities Fund – Round Four

I am pleased to confirm the NSW Government's commitment to a new \$100 million Round Four of the Stronger Country Communities Fund (SCCF) as part of the recharged \$2 billion Regional Growth Fund.

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Yours sincerely

**The Hon. John Barilaro MP**

Deputy Premier

Minister for Regional New South Wales

Minister for Industry and Trade

CC: The Hon. Bronnie Taylor MLC, Minister for Mental Health, Regional Youth and Women

CC: Ms Stephanie Cooke MP, Member for Cootamundra

From: [Briana Fritsch](#)
To: [Mail](#)
Subject: Athletics carnival
Date: Tuesday, 4 May 2021 8:38:34 AM

Good morning,

Please pass on this email to Phil McMurray and Abb McAlister for their next Council Meeting.

Cootamundra High School enjoyed a successful athletics carnival on Friday 30 April at Albert Park Cootamundra. The grounds were first class, well marked and the amenities were checked by Council throughout the day. There were several long standing records broken on the day.

Stu Morby and his team were excellent and we are grateful for their planning and assistance.

We would be grateful if this could be communicated to Council. Thanks!

Regards

Briana Fritsch (CHS Sports Coordinator)

Briana Fritsch
Teacher PDHPE/ Science
Sport Coordinator
Cootamundra High School
Poole St, Cootamundra 2590
Phone: 0269422711

 This message is intended for the addressee named and may contain
 privileged information or confidential information or both. If you
 are not the intended recipient please delete it and notify the sender.



**The peak body
for public
libraries across
NSW providing
Advocacy,
Network
Opportunities,
Professional
Development,
Collaboration
and
Recognition**

About NSWPLA

NSWPLA is the only state based library association in Australia that was formed by councillors, includes councillors in its executive committee, and has a membership exclusively of councils. 100% of NSW councils are currently members of NSWPLA.

This point of difference provides NSWPLA with a broader political focus, including a strong relationship with Local Government NSW.

The Association depends on councillors for its ongoing prosperity, and strongly encourages the engagement of councils and councillors to support the betterment of the 362 libraries across the state.

The Renew Our Libraries funding campaign in 2018/19 resulted in an additional \$60m funding for NSW libraries over the 4-year period 2019/20–2022/23, the largest single increase in funding for NSW libraries since the introduction of the NSW Library Act in 1939.

Identity

Strengthen the NSWPLA identity so that it projects one voice to our members, stakeholders and communities raising the profile of public libraries across New South Wales.

Advocacy

Our public libraries offer vibrant spaces in which all community members can meet, learn and play. They provide essential community learning and social services to every community in NSW

Connections

Create and facilitate opportunities for our members and stakeholders to collaborate, cooperate, and share experiences, knowledge, and ideas to ensure that NSW libraries have the capacity to meet the future needs of our members and our communities.

NSW Statistics

2019-20



3.1 Million
Library Members



5.4 Million
WiFi Sessions



34.8
Million
Loans



73,000
Programs



1.5 Million
Attending
Programs



5.6 Million
Questions
Answered



2.6 Million
Internet
Sessions



Contact

New South Wales Public Libraries Association
 Executive Officer
 Adele Casey
a.casey@nswpla.org.au

For more information go to:
[**NSWPLA.ORG.AU**](http://NSWPLA.ORG.AU)

NSW Public Libraries
 Association



Refugee Council
of Australia



refugee welcome zones

Join us at Refugee Welcome Zones Forum 2021!

We are proud to announce that 170 local councils from across Australia have now declared themselves Refugee Welcome Zones. In doing so, they have made a public commitment to welcome refugees into the community, uphold the human rights of refugees, show compassion towards refugees and enhance religious and cultural diversity.

The Refugee Welcome Zones Forum is a key opportunity to explore what this means in practice and hear from local government and local communities on how we can best create welcoming communities and rebuild unity after the COVID-19 pandemic.

The Forum will be held at Western Sydney University on 8 July 2021, as a side event to Australia's leading refugee conference - [Refugee Alternatives](#). The forum gives Councils the opportunity come together as a network to discuss the successes and challenges of supporting refugee settlement and building inclusive communities.

We warmly invite all Refugee Welcome Zones councils to attend and join this important conversation on how the sphere of government closest to the people can work in partnership with local communities to support refugees and foster inclusion.

Featuring speakers from UNHCR, Local Government Multicultural Network, and the Mayoral Taskforce Supporting People Seeking Asylum, and more, we hope you will join us in dialogue around the role and challenges of local government in settlement and creating inclusive, welcoming communities.

This event will be held in partnership with the Whitlam Institute at Western Sydney University, Parramatta campus and will also be accessible online for those unable to attend in person.

[book tickets here!](#)

Refugee Week 2021 - Unity - the way forward



Refugee Week, Australia's peak annual activity to inform the public about refugees and celebrate positive contributions made by refugees to Australian society, will be held from 20-26 June and we are thrilled to share with you the theme: **Unity - the way forward**.

In 2021, we are calling on you to help build a more cohesive community during Refugee Week. Please join us as we call for the spirit of unity as we recover from the isolation we have all endured in 2020.

As local Councils who have signed the [Refugee Welcome Zone](#) pledge, you can get involved and support Refugee Week 2021 in the following ways:

- **Become a Refugee Week Amplifier** – share videos, graphics, news articles during Refugee Week to help us spread the word – [sign up here to become an Amplifier](#) and we will send you content on a regular basis.
- **Host a Refugee Week event online or in person** – [see full calendar of events or register your own here](#)
- [Book an ambassador](#) through our Face to Face program.
- **Display Refugee Week posters at council buildings** – Download and display the Refugee Week poster to display at your council buildings. (coming soon)

Highlight your Council's work in supporting refugees

Did you know we can promote your council's activities as a Refugee Welcome Zone on the RCOA website?

Share details of your programs, policies and activities in welcoming refugees and building inclusive communities with us and we will create a profile for your council on our website [here](#). Simply add content to our online form below and we will be in touch to verify.

add your council's information here!

Refugee Council of Australia - Australia - ABN: 87 956 673 083
This email was sent to Leigh.Bowden@cgrc.nsw.gov.au. To stop receiving emails, [click here](#).
You can also keep up with Refugee Council of Australia on [Twitter](#) or [Facebook](#).

**APP Media Release**

Date: 6 May 2021

NSW INSPIRATIONAL WOMEN'S AWARDS 2021**NOMINATIONS NOW OPEN**

The Rotary Inspirational Women's Awards were launched on 5 May 2021 at Parliament House, hosted by The Hon Mark Coure, MP, Member for Oatley and Assistant Speaker in the NSW Legislative Assembly.

The NSW Inspirational Women's Awards are an initiative of the combined efforts of a group of passionate Women Rotarians in the Greater Sydney and Illawarra Clubs. In keeping with Rotary's motto of 'Service Above Self', the purpose of the Awards is to acknowledge and celebrate community service performed by women through their vocations, selfless gifts of their skills, and their time in various activities and endeavours. The Awards recognise the work done by women, the "quiet achievers", whose actions inspire others and make a real difference in their communities.

While individual organisations have specific internal awards, RIWA recognises service to the community across all sectors in each of the geographic areas of NSW. It recognises the NSW general community and is about commitment, dedication, perseverance, and proactivity in improving the lives of others.

The Awards are open to all women above the age of 18 across NSW. and members of the public are encouraged to submit online nominations at <https://riwa.awardsplatform.com>

NSW Minister for Women, Bronnie Taylor, said:

"The Rotary Women's Awards highlight just some of the incredible women who dedicate themselves to others every day. The Inspirational Women's Awards recognise individuals who have made outstanding contributions to their community. They are a great way of acknowledging and congratulating these amazing women who selflessly and tirelessly give so much of themselves to lift up those around them."

The Awards are divided into three categories: Urban, Rural and Health:

1. Young Inspirational Woman of the Year – 18-30 years of age
2. Inspirational Woman of the Year - 30+ years of age
3. Inspirational Health Worker – 18-30 years of age and 30+ years of age
4. A total of 24 finalists will be recognised.

email: riwa.chairperson@gmail.com
website: www.riwa.com.au



Everyone knows at least one woman, irrespective of age and vocation, who excels by volunteering quietly, giving of her time to make a real difference to the lives of others. These women inspire others and are real role models.

A panel of independent judges, from Rotary across NSW, will assess nominees on their community service which best exemplifies Rotary's motto of *Service Above Self*, achievements, and personal attributes.

Nominations close on 16 June 2021 and finalists will be announced on 21 July 2021. The winners will be announced at an Awards ceremony to be held in Sydney on 19 September 2021.

[Rotary](#) brings together a global network of volunteer leaders dedicated to tackling the world's most pressing humanitarian challenges. Rotary connects 1.2 million members of more than 35,000 Rotary clubs in over 200 countries and geographic areas. Their work improves lives at both the local and international levels, from helping those in need in their own communities to working toward a polio-free world.

Enquiries can be made to:

RIWA Chair: Rae-Anne Medforth
Email: riwa.chairperson@gmail.com
Phone: 0411 054 119

2020 winners:



Proudly hosted by: Rotary District 9675
PO Box 161
Westgate, NSW 2048

website: www.riwa.com.au
email: riwa.chairperson@gmail.com

RIWA Patron, Her Excellency, The Hon. Margaret Beazley AQ QC, Governor of NSW with Christine Cleary – Inspirational Woman of the Year 2020



RIWA Patron, Her Excellency, The Hon. Margaret Beazley AQ QC, Governor of NSW with Fibha Frameen – Young Inspirational Woman of the Year 2020

Proudly hosted by: Rotary District 9675
PO Box 161
Westgate, NSW 2048

website: www.riwa.com.au
email: riwa.chairperson@gmail.com



Office of
Local Government

Circular to Councils

Circular Details	21-05 / 23 April 2021 / A719010
Previous Circular	N/A
Who should read this	Companion Animals Compliance and Enforcement Officers / Pound Services Staff
Contact	Program Delivery Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to Implement

Cat management requirements for councils

What's new or changing

- Councils are reminded of their cat management responsibilities and of available companion animal and responsible pet ownership resources.

What this will mean for your council

- Councils should review their companion animals' management practices, particularly their cat management functions, to ensure they are meeting their legislative responsibilities and are performing their required functions under the *Companion Animals Act 1998* (CA Act) and the *Guideline on the Exercise of Functions under the Companion Animals Act*.

Key points

- Councils are reminded of certain requirements under the *Companion Animals Act 1998* (CA Act) in relation to the management of cats, including:
 - cats may be lawfully seized in specific circumstances and, where that is the case, the cat must be delivered to its owner, a council pound or other approved premises,
 - it is implicit from the CA Act that a council must have a pound in order for it to properly discharge the functions which the CA Act confers on it,
 - a council must accept a cat that was lawfully seized by a member of the public under the CA Act and must accept cats from approved premises in the circumstances set out in section 63A of the CA Act, and
 - Section 6A(1)(a) of the CA Act confers certain general duties on councils, including to promote awareness within its area of the requirements of the CA Act with respect to the ownership of companion animals.
- Before exercising any of its functions, a council must also take into consideration the *Guidelines on the Exercise of Functions under the Companion Animals Act* issued by the Office of Local Government. Section 6.5 of these guidelines state:
 - the provisions of section 64A of the CA Act apply to surrendered animals, and
 - council pounds should not refuse to accept surrendered animals, which are those that have come into the possession of a council pound, but have not been seized under the Act, and may include animals that have been

Office of Local Government
5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 20 770 707 468

given up to the pound by their owners, or lost or injured animals that have been 'rescued' by the public.

- Councils receive significant ongoing revenue from the Companion Animals Fund (Fund) to undertake companion animals' functions, drawing on local registration fees for this purpose. Any money paid to a council from the Fund can only be used by the council for the management and control of companion animals in its area.
- Councils who fail to appropriately manage cats in their area can greatly contribute to local cat management issues and place an unreasonable burden on their community, neighbouring councils, rescue groups and local veterinarians.
 - Councils are also encouraged to work collaboratively with their communities and take advantage of available resources and opportunities to promote responsible pet ownership to address specific cat issues and any community concerns in their area. This could include:
 - the comprehensive package of 'Good Neighbour' resources released by the Cat Protection Society of NSW, with the support of the NSW Government, councils and other stakeholders. The material aims to support pet owners to understand the importance of confining cats to their property and provides practical advice and support. This material and some short videos are available in several different languages,
 - subsidised microchipping and desexing days in partnership with animal welfare organisations and local veterinarians,
 - shared resources with other councils to improve efficiencies and take up opportunities to improve legislative compliance or targeted education campaigns, and
 - identify and apply for grants for specific projects from sources such as the NSW Environmental Trust.

Where to go for further information

- The *Companion Animals Act 1998* is available on the NSW Governments legislation website at www.legislation.nsw.gov.au.
- The *Guideline on the Exercise of Functions under the Companion Animals Act* is available on OLG's website at www.olg.nsw.gov.au.
- Good Neighbour resources, including in several community languages, are available from the Cat Protection Society of NSW on 02 9519 7201 or at <https://catprotection.org.au>.



Tim Hurst
Deputy Secretary
Local Government, Planning and Policy

Office of Local Government
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8.2 FINANCE

8.2.1 MARCH 2021 QUARTERLY BUDGET REVIEW STATEMENT

DOCUMENT NUMBER	349514
REPORTING OFFICER	Tim Swan, Manager Finance and Customer Service
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.3 Cootamundra-Gundagai Regional Council is a premier local government Council</p>
FINANCIAL IMPLICATIONS	As reported in the attached quarterly budget review, the revised net operating result for the year to 30 June, 2021 is a profit of \$506,000 before capital compared with the original budget of \$215,000 loss. Significant variations include more than \$6 million in increased capital grants, additional \$900,000 in State Road Income, and targeted reduction in roads capital expenditure funded by Council totalling \$1 million.
LEGISLATIVE IMPLICATIONS	Compliance with Clause 203(1) of the Local Government (General) Regulation, 2005 requires that, not later than 2 months after the end of each quarter, excluding the June quarter, the responsible accounting officer must submit a budget review statement to Council. The format of the review must be consistent with the minimum requirements contained in the Quarterly Budget Review Statement Guidelines provided by the Office of Local Government.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Quarterly Budget Review Report - March 2021 ↓

RECOMMENDATION

1. That the March 2021 Quarterly Budget Review Report be received.
2. The budget variations listed in the report be adopted.

Introduction

The purpose of this report is to present a summary of Council's financial position at the end of the quarter, and to report on progress made against the original budget adopted by Council in its 2020-21 Operational Plan. A detailed list of budget variances is included in the March, 2021 Quarterly Budget Review attached to the report, and these are presented for adoption by Council.

Discussion

Detailed commentary on the individual variations is included in the attached report.



Commentary

The adjustments recommended in this report improve the operating result before capital to profit of \$506,000, and increase the projected unrestricted cash balance to \$4.6m. The unrestricted cash balance has improved due to additional user fees and charges, and because capital projects will be underspent for the year. When these are revoted in 2021/22, the unrestricted cash balance will reduce by an equivalent amount.

Budgeted Operating Result

The Council's Income and Expenses, and Net Operating Result are reported on pages 4 & 5 of this Review Statement.

The revised estimated net operating result before capital grants and contributions is a \$506,000 profit (original \$221,000 deficit). The revised estimated net operating result for the year including capital grants and contributions to 30 June 2021 is a surplus of \$22,835,000 (original budget was a surplus of \$15,902,000) reflecting the very significant capital grants received during the year.

Budget Variations to the Operating Result

The budget adjustments recommended to Council for approval in this report result in a net increase to the operating surplus including capital of \$6,015,000.

The material variations from the original budget for the year to date are attributed to:

Favourable variations

- Targeted reduction to roads capital expenditure of \$1,000,000. Considerable grant funding for expenditure on these assets has been announced and will ensure that expenditure meets the recommendations of the recent asset valuation and condition report.

March 2021 Quarterly Budget Review

- Operating grants budgeted for 2019/20 have been carried forward to the current year. The timing of milestone payments has resulted in a net adjustment to the operating result in the current year of \$201,000.
- Additional capital grants totalling over \$6m.
- Additional state roads revenue of \$900,000.
- Careful budget management in several departments has resulted in reduced operating expenditure.

Unfavourable variations

- Grant funded projects totalling \$2.591m have been carried forward to the current financial year, with an operating component of \$1.455m. The income for these projects was received in previous periods and held in reserve.
- Some business units have exceeded budgets.

Other Notes

The rates outstanding figure of 16.85% exceeds the benchmark of 10%, and the opening balance of 6.37%. This balance is down from 31.39% last quarter, and varies a great deal throughout the year. While higher than usual, the increase can be attributed to the general financial impacts of the COVID-19 pandemic, and the prohibition of debt collection activities. It is expected to reduce below the benchmark by year-end.



Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

It is my opinion that the Quarterly Budget Review Statement for Cootamundra Gundagai Regional Council for the quarter ended 31/3/21 indicates that Council's projected financial position at 30/6/21 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:



date: 18 May 2021

Tim Swan
Responsible Accounting Officer

March 2021 Quarterly Budget Review



Income and Expense Budget Review

Cootamundra Gundagai Regional Council
Budget review for the quarter ended 31 March 2021



Income and Expenses Consolidated

(\$000's)	Original Budget	Council Approved Changes					Revised budget	Variations	Notes	Revised budget after variation	YTD Actual
		Carry Forwards	Other than by QBRs	Sept QBRs	Dec QBRs	Mar QBRs					
Income											
Rates and Annual Charges	14,895				-		14,895	-		14,895	13,371
User Charges and Fees	7,873			(161)	-		7,712	1,599		9,311	5,928
Interest and Investment Revenues	210				(51)		159	-		159	81
Other Revenues	347				165		512	385		897	887
Grants & Contributions - Operating	9,848			24	404		10,276	770		11,046	4,058
Grants & Contributions - Capital	16,123			(14)	1,916		18,025	4,304		22,329	6,812
Internal Plant Hire	3,475				-		3,475	400		3,875	2,969
Internal Overheads	1,878				-		1,878	-		1,878	1,409
Internal Easements	-				-		-	-		-	-
Total Income from Continuing Operations	54,648	-	-	(151)	2,434	-	56,931	7,458		64,389	35,515
Expenses											
Employee Costs	12,461			(71)	63		12,453	47		12,500	10,333
Borrowing Costs	281				-		281	-		281	100
Materials & Contracts	9,604			(129)	1,452		10,927	1,406		12,333	9,697
Plant Hire	2,342				-		2,342	(10)		2,332	2,256
Legal Costs	152				-		152	-		152	141
Consultants	96				-		96	-		96	373
Depreciation	8,940				-		8,940	-		8,940	-
Other Expenses	2,993			50	-		3,043	-		3,043	3,289
Internal Overheads	1,878				-		1,878	-		1,878	1,409
Internal Easements	-				-		-	-		-	-
Total Expenses from Continuing Operations	38,746	-	-	(150)	1,515	-	40,112	1,443		41,555	27,598
Net Operating Result from Continuing Operations	15,902	-	-	(1)	919	-	16,820	6,015		22,835	7,917
Net Operating Result before Capital Items	(221)	-	-	13	(997)	-	(1,205)	1,711		506	1,104

March 2021 Quarterly Budget Review

Cootamundra Gundagai Regional Council
Budget review for the quarter ended 31 March 2021



Income and Expenses by Business Unit

(\$000's)	Original Budget	Council Approved Changes					Revised budget	Variations	Notes	Revised budget after variation	YTD Actual
		Carry forwards	Other than by QBRs	Sept QBRs	Dec QBRs	Mar QBRs					
Income											
Development, Building and Compliance	325			115	47		487	150	1	637	671
Regulatory Services	602				-		602	50	2	652	555
Community and Culture	163			30	-		193	-		193	241
Business Services	6				-		6	25	3	31	26
Finance and Customer Services	14,832				12		14,844	-		14,844	11,064
Executive Office	2,780			(290)	1,090		3,580	952	4	4,533	1,284
Operations Management	866				-		866	1,126	5	1,992	1,131
Facilities	194				165		359	42	6	401	443
Recreation	176				200		376	(57)	7	319	331
Technical Services	4,723				983		5,706	739	8	6,445	2,351
Civil Works	4,207			(6)	-		4,201	3,757	9	7,958	4,294
Asset Management	3,616				-		3,616	674	10	4,289	3,229
Waste Services	3,154				(26)		3,128	-		3,128	2,925
Water	4,784				(11)		4,773	-		4,773	3,401
Sewer	14,221				(26)		14,195	-		14,195	3,569
Total Income from Continuing Operations	54,648	-	-	(151)	2,434	-	56,931	7,458		64,389	35,515
Expenses											
Development, Building and Compliance	1,041			(38)	220		1,224	(135)	1	1,089	753
Regulatory Services	1,114			(24)	13		1,103	-		1,103	863
Community and Culture	1,400			(39)	246		1,607	-		1,607	1,268
Business Services	1,229			(21)	368		1,576	-		1,576	1,287
Finance and Customer Services	1,588			(45)	95		1,638	(250)	11	1,388	1,108
Executive Office	2,110			(389)	507		2,228	-		2,228	1,596
Operations Management	919			485	-		1,403	582	5	1,985	2,236
Facilities	1,289			(50)	63		1,302	(330)	6	972	832
Recreation	1,626			(21)	-		1,605	262	7	1,867	1,749
Technical Services	2,294				-		2,294	-		2,294	2,030
Civil Works	4,893				-		4,893	650	9	5,543	4,952
Asset Management	2,500			(7)	3		2,497	524	10	3,021	2,840
Waste Services	2,235				-		2,235	140	12	2,375	2,112
Water	3,788				-		3,788	-		3,788	2,783
Sewer	1,779				-		1,779	-		1,779	1,191
Total Expenses from Continuing Operations	29,806	-	-	(150)	1,515	-	31,172	1,443		32,614	27,598
Net Operating Result from Continuing Operations	24,842	-	-	(1)	919	-	25,759	6,015		31,775	7,917
Depreciation	8,940						8,940			8,940	-
Net Operating Result including depreciation	15,902	-	-	(1)	919	-	16,819	6,015		22,834	7,917
Net Operating Result before Capital Items	(222)	-	-	13	(997)	-	(1,206)	1,711		506	1,104

March 2021 Quarterly Budget Review



Detail of budget variations

Cootamundra Gundagai Regional Council

Budget review for the quarter ended 31 March 2021



Income and Expenses Consolidated

Notes	Variance \$000	Details
1	285	Income for Development has exceeded budget by \$100,000. Expenses are down by \$185,000, which relates to the deferral of the LEP. This will need to be included in the 2021/22 budget.
2	50	Income from Cemetery fees and animal control are expected to exceed the budget by \$25,000 each.
3	25	Small grants have been received totalling \$24,775.
4	952	Grant funding from the Local Roads & Community Infrastructure Programme
5	544	Profit of around \$535,000 from Private Works is expected, along with profits of around \$300,000 from the new Bangas Pit operation. This is partially offset by increased Workers Compensation premiums of \$296,727.
6	372	Significant resources have been allocated to projects, allowing a reduction to the operating budget. Small grants totalling \$41,825 have also been received.
7	(319)	The budget for Cootamundra Parks & Gardens is projected to be exceeded by \$190,000. The Cootamundra Swimming Pool is projected to exceed the expenditure budget by \$72,000, and fall short of the income budget by \$112,000. Small grants totalling \$55,000 have been
8	739	Grants of \$1,439,000 have been received from Fixing Local Roads, while \$700,000 in works budgeted for timber haulage routes have been
9	3,107	State Roads income is projected to exceed the budget by \$900,000, and an additional \$2,492,239 has been received from Fixing Local Floodplain management funding of \$80,000 has been approved, and plant hire income is projected to exceed budget by \$400,000.
10	150	Valuation fees of \$125,000 budgeted in finance have been transferred to this area, and Asset Management support of \$125,000 has also
11	250	\$125,000 in valuation fees has been transferred from this area, and short staffing has resulted in savings of an additional \$125,000.
12	(140)	Employee costs and materials and contracts are projected to exceed the budget by \$140,000.
Total	6,015	

March 2021 Quarterly Budget Review

6

Capital budget review

Cootamundra Gundagai Regional Council

Budget review for the quarter ended 31 March 2021



Capital budget

(\$000's)	Original Budget	Approved Changes					Revised Budget	Variations this quarter	Notes	Revised budget after variations
		Carry forwards	Other than by QBRs	Sept QBRs	Dec QBRs	Mar QBRs				
Capital Expenditure										
Plant and equipment	2,484				-		2,484	715	1	3,199
Office equipment	40				-		40	-		40
Buildings	260				74		334	76	2	410
Land improvements	25			64	-		89	-		89
Major projects	125				1,735		1,860	-		1,860
Roads, bridges and footpaths	7,450			(1,000)	983		7,434	1,445	3	8,879
Stormwater drainage	160				-		160	-		160
Recreation assets	546				575		1,121	597	4	1,719
Parks and Gardens	449				-		449	-		449
Waste Services	455				-		455	-		455
Water supply network	1,000				-		1,000	-		1,000
Sewerage network	12,597				-		12,597	-		12,597
Other assets	-				-		-	-		-
Total Capital Expenditure	25,591	-	-	(936)	3,367	-	28,022	2,834		30,856
Capital Funding										
Rates & Other Untied Funding	619			(936)	18		(299)	40	2	(259)
Capital Grants & Contributions	16,123				3,119		19,242	2,079	2, 3, 4	21,321
Reserves:										
- External Restrictions/Reserves	2,365						2,365			2,365
- Internal Restrictions/Reserves	2,065				230		2,295	715	1	3,010
New Loans	4,000						4,000			4,000
Receipts from Sale of Assets										
- Plant & Equipment	419				-		419	-		419
- Land & Buildings	-				-		-	-		-
Total Capital Funding	25,591	-	-	(936)	3,367	-	28,022	2,834		30,856
Net Capital Funding - Surplus/(Deficit)	0	-	-	-	0	-	(0)	0		0

March 2021 Quarterly Budget Review



Detail of budget variations

Cootamundra Gundagai Regional Council		
Budget review for the quarter ended 31 March 2021		
Capital Budget		
Notes	Variance \$000	Details
1	715	Current year expenditure has exceeded the budget by \$715,000, largely due to the delay in the purchase of a garbage truck scheduled to be completed in 2019/20, and purchase of a skid steer loader for waste operations. Waste plant totalling \$479,545 is funded from the waste reserve, with the remaining \$235,455 funded from the plant reserve.
2	76	Grants received from Local Roads and Community Infrastructure for the Stockinbingal Hall and Cootamundra Arts Centre.
3	1,445	Projects planned for the current year have been funded by the Fixing Local Roads Programme (\$2,077,125) and Local Roads & Community Infrastructure Programme (\$278,650). Other projects have been deferred until the 2021/22 financial year.
4	597	Projects funded by the Local Roads & Community Infrastructure Programme.
Total	2,833	



Cash and investments budget review

Restricted and unrestricted cash (reserves)

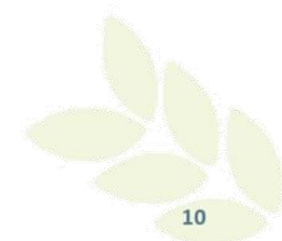
Cootamundra Gundagai Regional Council											
Budget review for the quarter ended 31 March 2021											
Cash and Investments											
	Approved Changes					Variations			Revised		YTD Actual
(\$000's)	Original Budget	Carry forwards	Other than by QBRs	Sept QBRs	Dec QBRs	Mar QBRs	Revised Budget	Variations this quarter	Notes	Revised budget after variations	
Externally Restricted ⁽¹⁾											
Developers contributions	10						10			10	-
Specific Purpose Unexpended Grants & Contributions	152						152	1,576	1	1,728	2,073
Water network infrastructure	2,138						2,138			2,138	847
Sewer network infrastructure	4,590						4,590			4,590	4,071
Domestic Waste Management	3,013						3,013	(480)	4	2,533	2,547
Stormwater infrastructure renewal	263						263			263	-
Total Externally Restricted	10,166	-	-	-	-	-	10,166	1,096		11,262	9,538
Internally Restricted ⁽²⁾											
Merger Implementation Fund	-						-			-	
Stronger communities fund	-						-			-	
Aerodrome bitumen resurfacing	245						245			245	166
Bradman's birthplace	53				(40)		13			13	64
Coolac bypass	102				(102)		-			-	-
Cootamundra caravan park	92						92			92	113
Development	594						594			594	593
Employee leave entitlements	1,385						1,385			1,385	1,789
Financial assistance grant	-						-			-	-
Heritage centre	14						14			14	17
Incomplete works	33						33			33	-
Plant replacement	64						64	175	2	239	467
Quarries & pit restoration	16						16			16	16
Saleyards	35						35			35	-
Southern Phone	-			786	(200)		586			586	786
Swimming Pool Pump & Equipment	-						-			-	-
Cemetery reserve	-						-	25	3	25	-
Total Internally Restricted	2,633	-	-	786	(342)	-	3,077	200		3,277	4,011
Unrestricted	4,616	(2,591)	-	150	485	-	2,660	1,885		4,545	5,299
Total Cash & Investments	17,415			936	143		18,494	2,085		20,579	18,848

March 2021 Quarterly Budget Review



Detail of budget variations

Cootamundra Gundagai Regional Council		
Budget review for the quarter ended 31 March 2021		
Cash & Investments		
Notes	Variance \$000	Details
1	1,576	Grant funds received in the current year will be reserved for expenditure next year.
2	(315)	Plant capital purchases exceeding budget, offset by higher than expected plant income.
3	25	Higher than expected cemetery income.
4	(480)	Waste truck and skid steer loader funded from waste reserve



Key Performance Indicators

Cootamundra Gundagai Regional Council
Budget review for the quarter ended 31 March 2021

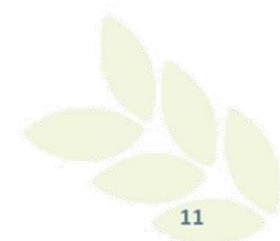


Key Performance Indicators

	This revision	Original budget	2019/20	2018/19	Target
1. Operating performance					
Operating revenue less operating expense	(1,037)	-2.86%	-4.08%	-5.79	-29.61%
Operating revenue	36,308				>0%
2. Own source revenue					
Total operating revenue less grants	25,262	43.08%	47.32%	54.93%	65.28%
Total operating revenue	58,637				>60%
3. Rates and annual charges outstanding					
Rates outstanding	2,510	16.85%	6.37%	7.68%	<10%
Rates collectible	14,895				

Note: Rates and annual charges outstanding reflects the balances at quarter end

March 2021 Quarterly Budget Review



COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

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8.3 COMMUNITY AND CULTURE

8.3.1 DRAFT BALA-YANHI MIYA (MEMORANDUM OF UNDERSTANDING) BETWEEN COOTAMUNDRA ABORIGINAL WORKING PARTY AND COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

DOCUMENT NUMBER	349328
REPORTING OFFICER	Miriam Crane, Manager Community and Culture
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	1. A vibrant and supportive community: all members of our community are valued 1.1 Our Community is inclusive and connected
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Draft Bala-yanhi Miya CAWP and Council ↓

RECOMMENDATION

The execution of the Bala-yahni Miya (Memorandum of Understanding) between Cootamundra Aboriginal Working Party and Cootamundra-Gundagai Regional Council be endorsed.

Introduction

In October, 2018 Mr Peter Beath on behalf of the members of the Cootamundra Aboriginal Working Party, wrote to Council regarding its consultation processes with the Aboriginal community. At the Ordinary Meeting held 30th October, 2018 Council resolved (Min. no. 215/2018):

It is recommended the CGRC take a proactive approach engaging with the existing community groups and organisations to look at the formation of a formal Aboriginal Advisory/Consultative Committee under section 355 of the local Government Act, 1993.

Discussion

Gundagai and Cootamundra are two separate communities and are part of two Local Aboriginal Lands Councils. As such, separate groups exist in each town to deal with Aboriginal community concerns in Cootamundra being the Cootamundra Aboriginal Working Party and in Gundagai being the less formal Gundagai Cultural Group as a subcommittee of the Gundagai Neighbourhood Centre Incorporated. Rather than form a separate formal Aboriginal Advisory/Consultative Committee, under section 355 of the local Government Act, 1993, to deal with consultation across the new Local Government Area it is proposed that Council meet with the groups via their existing channels.

A Memorandum of Understanding (MOU) between the Gundagai Cultural Group and Cootamundra-Gundagai Regional Council was separately executed subsequent to approval at the Ordinary Council Meeting held 28th July, 2020.

“The Cootamundra Aboriginal Working Party have been liaising with CGRC staff to create a Memorandum of Understanding for several months. This is a process that we consider is important for all parties involved. We have reviewed the MoU approved by the Gundagai Cultural Group and consider that it does not reflect our community or the needs of our members. Therefore, we have drafted the attached Memorandum of Understanding or Bala-yanhi miya (together we’re working) for your consideration. The Bala-yanhi miya (together we’re working) process has been a lengthy one as it has been prepared by community and discussed with Aboriginal Affairs as well as representatives of CGRC over the past several months.” (Cootamundra Aboriginal Working Party)

Bala-yanhi Miya
(Together We're Working)

COOTAMUNDRA ABORIGINAL WORKING PARTY
&
COOTAMUNDRA – GUNDAGAI REGIONAL COUNCIL



COOTAMUNDRA ABORIGINAL WORKING PARTY



Bala-yanhi Miya (Together We're Working)

THIS BALA-YANHI MIYA is made the _____ day of _____ 2020

BETWEEN:

COOTAMUNDRA _ GUNDAGAI REGIONAL COUNCIL of (address)
("the Council")

AND

COOTAMUNDRA ABORIGINAL WORKING PARTY of (address) (
("CAWP")

Background

- A. It is a desire of Cootamundra Aboriginal Working Party ("CAWP") and Cootamundra – Gundagai Regional Council ("Council") to form a Bala-yanhi Miya, also known as a Memorandum of Understanding, that recognises the important relationship between the Wiradjuri People of the Cootamundra area and Council, and to facilitate the ongoing process of reconciliation and Aboriginal self-determination.
- B. Cootamundra is a vibrant community located within the Cootamundra-Gundagai Regional Council area in the South West Slopes and Riverina Regions of New South Wales, about 390 kilometres south-west of the Sydney CBD, and about 95 kilometres north-west of the Canberra CBD. Around 4.6% of the people in this Local Government area identify as Aboriginal and/or Torres Strait Islander People in the Australian Bureau of Statistics Census (2016).
The Cootamundra – Gundagai Regional Council Area is within the lands of the Wiradjuri Peoples. Aboriginal and Torres Strait Islander Peoples' community in Cootamundra area have maintained strong cultural identities and the area has many places and features that have significant Aboriginal cultural heritage.
- C. The Cootamundra Aboriginal Working Party was established to represent Aboriginal people residing and/or working in the Cootamundra area; make decisions and act on any significant matters on their behalf; and to enter into agreements with any person, governments agency or authority in relation to the betterment of local Aboriginal people, Wiradjuri culture and protection of Wiradjuri Country and interests.
- D. The parties now wish to record their understanding of their respective commitments and obligations in the Bala-yanhi Miya.

Bala-yanhi Miya (Together We're Working)

1. Purpose

The purpose of this Bala-yanhi Miya is to record the agreement of The Parties to lay founding principles and set out specific commitments for the ongoing relationship and mutual cooperation between CAWP and Council. Both parties share the desire and goodwill to work jointly to improve the presence and understanding of Aboriginal and Torres Strait Islander issues in planning and services provided by Council with a view to improved Aboriginal and Torres Strait Islander participation, employment, health and wellbeing outcomes. Alongside this is the wish for broader understanding and recognition amongst the wider Cootamundra – Gundagai communities of the regions' rich Aboriginal heritage and proud tradition.

This Bala-yanhi Miya is underpinned by strong commitment from both organisations to realising long term benefits for the community through improved understanding and an enhanced working relationship.

2. Term of Bala-yanhi Miya

This Bala-yanhi Miya will take effect from (insert date) and will remain in effect for a period of (insert time frame). At the conclusion of this time the Bala-yanhi Miya will be discussed by both parties and amended prior to entering a further Bala-yanhi Miya.

3. Evaluation and evolution

The Bala-yanhi Miya will be jointly evaluated for progress on an annual basis by the principal contact of each organisation, and an annual progress report will be prepared respectively by each organisation.

A review of the Bala-yanhi Miya will be undertaken biannually, whereby:

- Minor adjustments will be allowable by mutual agreement of the Chief Executives where the spirit and substance of the Bala-yanhi Miya is not materially altered;
- Any proposed changes that would materially alter the spirit or substance of the Bala-yanhi Miya will require formal approval by both CAWP and Council.

4. Principles of Bala-yanhi Miya

This Bala-yanhi Miya between CAWP and Council is underpinned by a number of agreed founding principles, which establish the basis for the mutual commitment between the parties and set the focus for the ongoing management of this Agreement. These principles are as follows:

- Aboriginal and Torres Strait Islander Peoples are acknowledged as the first custodians of this land;
- The arrival of non-Aboriginal people brought massive change to the landscape and way of life of Aboriginal and Torres Strait Islander Peoples, and a strong desire exists in the Cootamundra -Gundagai region to address the past and embrace the process of reconciliation;
- A commitment to working with one and other to support Aboriginal and Torres Strait Islander Peoples' self determination;

Bala-yanhi Miya (Together We're Working)

- There is respect, understanding and a strong regard for Aboriginal and Torres Strait Islander cultural heritage, traditions, customs and beliefs.

5. CAWP Commitments

CAWP:

- a) Acknowledges and respects the ongoing interests and rights of all peoples in the Cootamundra- Gundagai Regional Council Local Government Area;
- b) Is committed to working with Council in developing the provision of accessible and appropriate local government services for the benefit of Aboriginal and Torres Strait Islander people and therefore the whole community;
- c) Is committed to working together so that programs and services have a greater opportunity to create sustainable change;
- d) Is committed to working with and educating Council on local Aboriginal Cultural Heritage matters and opportunities for improved Council practice;
- e) Will act to comply with the relevant legislations such as the NSW Aboriginal Cultural Heritage Act including the United Nations Declaration on the Rights of Indigenous Peoples.

6. Council Commitments

The Council:

- a) Acknowledges that Aboriginal and Torres Strait Islander Peoples are the first people of this land;
- b) Is committed to working with CAWP and supporting the efforts of non-Aboriginal people in understanding Aboriginal and Torres Strait Islander culture and values;
- c) Will advocate for the rights and interests of Aboriginal and Torres Strait Islander Peoples and promote the principles of reconciliation;
- d) Will take a leadership role in encouraging just, respectful and enriched relations between Aboriginal and Torres Strait Islander and non- Aboriginal Peoples in the Cootamundra – Gundagai Local Government Area;
- e) Will promote Wiradjuri cultural heritage in a way that is desired and respectful to Wiradjuri People;
- f) Is committed to working towards and establishing a framework to support increased participation by Aboriginal and Torres Strait Islander People in Council decision -making;
- g) Commits to ensure the consideration of local Wiradjuri issues as part of its review process for Council programs and services;
- h) Is committed to working together so that programs and services have a greater opportunity to create sustainable change;
- i) Will acknowledge Traditional Custodians of the land before each Council meeting and at civic receptions;
- j) Will permanently fly the Aboriginal flag at Council Chambers and at appropriate civic events;
- k) Will consult CAWP on matters relating to Cultural Heritage that Council is instigating;

Bala-yanhi Miya (Together We're Working)

- l) Will act to comply with relevant legislation such as the NSW Cultural Heritage Act including the United Nations Declaration on the Rights of Indigenous Peoples and the NSW Local Government Act.

7. Implementation of the Bala-yanhi Miya

The responsibility for ensuring the progression and fulfillment of this Agreement is held by the chief executive of each organisation. During the Term, each Party has nominated a Representative who will be responsible for:

- a) Monitoring and reporting on the Agreement's progress;
- b) Managing or coordinating that Party's relationship with the other Party
- c) Identifying any opportunities and/or issues that arise;
- d) Discussing opportunities/issues that may arise out of this Bala-yanhi Miya with the Representative of the other Party;
- e) Coordinating the exchange of relevant information between the Parties and community stakeholders.

These representatives are:

Council

CAWP

8. Confidentiality

The Parties may exchange Confidential information under this Bala-yanhi Miya

Each Party agrees to:

- a) Keep all Confidential Information of the other Party as confidential;
- b) only use Confidential information for the purpose of this Bala-yanhi Miya;
- c) limit access to those employees or agents reasonably requiring the Confidential;
- d) information on a strictly need to know basis for the purpose of this Bala-yanhi Miya; and
- e) take reasonable steps to provide for the safe custody of any and all Confidential Information in its possession and to prevent unauthorised access to such Confidential Information.

9. Indemnity

- a) The CAWP agrees to indemnify and hold harmless the Council, its servants and agents from and against all loss, damages, claims, liability, expenses, payments or outgoings whatsoever which may be brought against or claimed against them, or any of them, in connection with CAWP performance or purported performance of its obligations under

Bala-yanhi Miya (Together We're Working)

this Bala-yanhi Miya, and which is directly related to the negligent acts, errors or omissions of CAWP.

- b) CAWP's liability to indemnify Council, its servants and agents shall be reduced proportionately to the extent that any act or omission of the Council, its servants or agents contributed to the loss or liability.

10. Intellectual Property

- a) Each party maintains rights to their intellectual property including but not limited to trademarks, logos, plans, drawing, confidential information, systems etc. Permission from the owner of the intellectual property must be granted to the other party to use their intellectual property prior to use.
- b) Each party will also observe the protocols for the use of Aboriginal and Torres Strait Islander Peoples' art, cultural knowledge and intellectual property as set out in the Australia Council for the Arts - *Protocols for using First Nations Cultural and Intellectual Property in the Arts*.

11. Dispute Resolution

- a) If a dispute arises during the course of the implementation of this Bala-yanhi Miya, the dissatisfied party must contact the chief executive of the other party.
- b) If the dispute remains unresolved after discussions between the parties, the matter will be referred to the NSW Community Justice Centre for dispute resolution.

12. Termination and Amendment

This Bala-yanhi Miya may be terminated:

- a) Immediately by written agreement of the Parties; or
- b) By a Party providing 30 days written notice to the other Parties to that effect.

This Bala-yanhi Miya may be varied or amended by written agreement between the Parties.

13. Non- Binding

The Parties record that this Bala-yanhi Miya reflects an understanding between them as to its subject matter but is not intended to create a legally binding relationship between them. Should the parties wish to enter a binding legal relationship in the future, they acknowledge that it will be necessary for them to sign a formal written agreement recording their prospective rights and obligations.

Dated the _____ day of _____ 2020

Bala-yanhi Miya
(Together We're Working)

Signed for and on behalf of the Cootamundra – Gundagai Regional Council by

Signed for and on behalf of the Cootamundra Aboriginal Working Party by

CAWP & CGRC DRAFT ONLY

7

8.3.2 COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL YOUTH STRATEGY 2020-2030

DOCUMENT NUMBER	349379
REPORTING OFFICER	Cindy Smith, Library Manager & Community Services Manager
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.2 Active participation and engagement in local decision-making
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. Amdended Draft Cootamundra-Gundagai Regional Council Youth Strategy ↓

RECOMMENDATION

Council endorse the amended draft Cootamundra-Gundagai Regional Council Youth Strategy 2020-2030 be placed on public exhibition for a period of 28 days.

Introduction

In 2010 the former Gundagai Shire Council endorsed a Youth Plan written by a consultant for the Gundagai Neighbourhood Centre with funding from Beyond Blue. The plan had a focus on the mental wellbeing of the youth of the Gundagai region as well as the improvement of infrastructure and services for the region's young people. The plan also facilitated the formation of the Gundagai Youth Council. The former Cootamundra Shire Council had no specific youth plan or strategy document but supported initiatives such as Youth Week and holiday programs with other various community organisations such as Campbell Page and Mission Australia running programs and providing youth services. It is the aim of the 20-30 Youth Strategy to encompass the region, while taking into account the identity and different needs of each community.

At the Ordinary Meeting of Council held 27th April, 2021, The Strategy was submitted to be endorsed for placement on public exhibition, however clarification was sought on some of the data in the documentation. As such, an amended version of the Strategy is attached for the endorsement of Council.

Discussion

Questions were raised about whether the schools were contacted for the survey. As our main audience is young people aged 12-25 the surveys were sent out via other means such as social media and links were distributed in newsletters and Council's website. Schools would not allow the survey to be done without clearance through the Education Department psychologist and the mutual agreement between all parties was that the data would be skewed if students were 'forced' to respond. We also wanted the ability for youth to respond in a confidential manner.

As identified in the document there are 1973 'young people' in the CGRC area. Generally speaking, best practice for qualitative surveys of any number of people up to about a population of 100,000, a 100 response survey will be representative of the broader community views. In this case we had 91 responses which was deemed to be an acceptable response rate.

The survey statistics are just a snapshot, making up only a small part of the actual strategic document. Time was also given to allow the newly formed Cootamundra Youth Council to be part of the consultation and have the opportunity to provide feedback and suggestions in the same way that the Gundagai Youth Council had been able to contribute.

The Action Plan (from Page 13) is the crux of the Youth Strategy and the main working document. This was informed/developed by in depth discussions and meetings with both Youth Councils, including information they passed on from their peers, information from the youth focus groups both in Cootamundra and Gundagai, focus group sessions in conjunction with Member for Cootamundra, Ms Steph Cooke, MP in both Gundagai and Cootamundra. The previous (Gundagai) plan was also reviewed to determine which goals were still relevant and those that had been completed.



**COOTAMUNDRA-
GUNDAGAI** REGIONAL
COUNCIL



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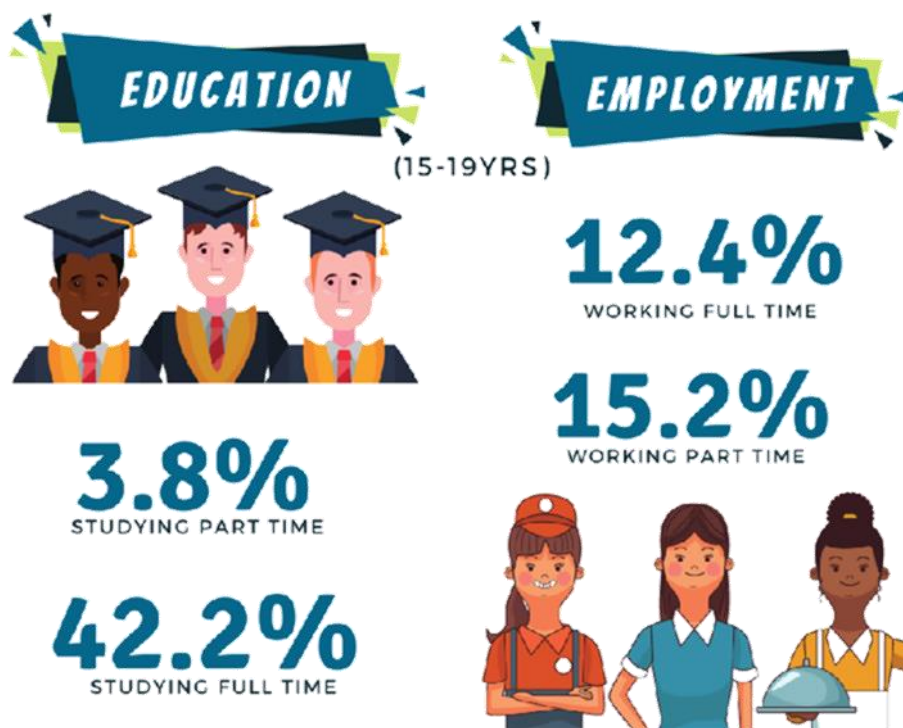
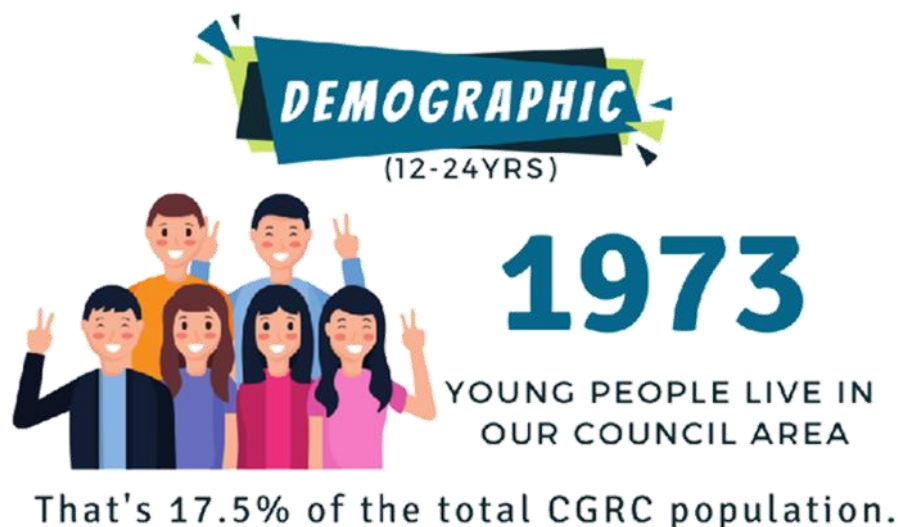
Purpose

The Cootamundra-Gundagai Regional Council Youth Strategy 20-30 is an outline for youth engagement, programs and services in the council area focusing on enhancing future opportunities, connection and wellbeing of the regions young people. It supports budget and future funding sources that will provide for the implementation of youth initiatives aligning with the strategy and aimed at addressing gaps in services and infrastructure.

Background

The former Gundagai Shire Council endorsed a Youth Plan written in 2010 by a consultant for the Gundagai Neighbourhood centre with funding from Beyond Blue. The plan had a focus on the mental wellbeing of the youth of the Gundagai region as well as infrastructure and services and facilitated the formation of the Gundagai Youth Council. The former Cootamundra Shire Council had no specific youth plan or strategy document but supported initiatives such as Youth Week and holiday programs with other various community organisations such as Campbell Page and Mission Australia running programs and providing youth services. It is the aim of the 20-30 Youth Strategy to encompass the region, while taking into account the identity and different needs of each community.

CGRC Youth Profile



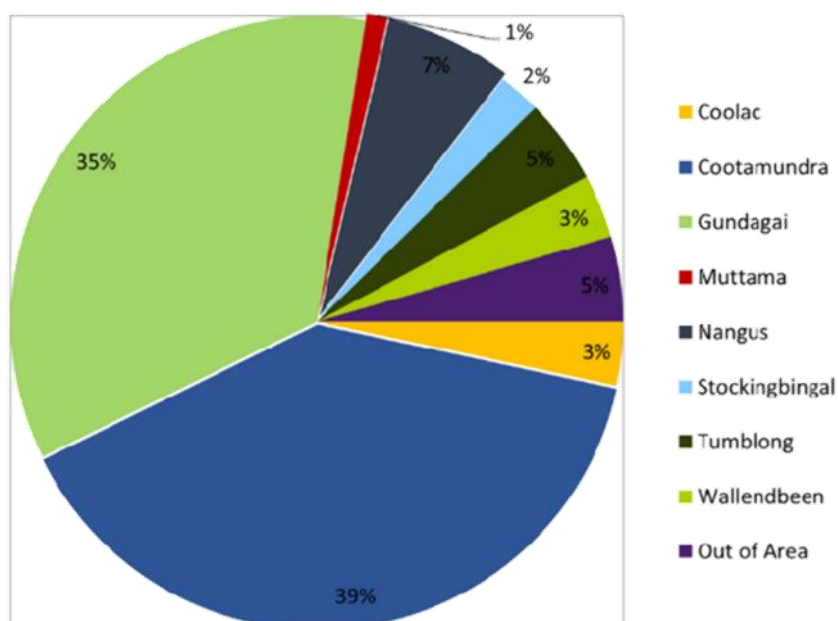
2020 Youth Survey

The Youth 20-30 survey was held over an 8 week period from December 2019 – February 2020. The submitted responses were gathered and analysed to support the 20-30 Youth Strategy. Presented here is a summary of the data.

SURVEY STATS

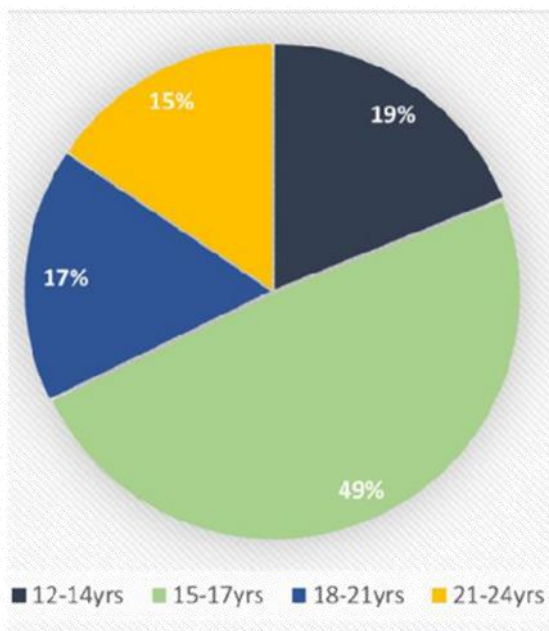
WHERE ARE WE

While most of the survey participants were from Cootamundra and Gundagai the smaller villages made up 21% of the total responses with all the smaller rural areas represented.



HOW OLD ARE WE

While the 2010 National Strategy defines youth as 12-24 years of age, the category of 'Youth' in Australia varies with the Australian Bureau of Statistics often using the 15-19yr and 20-24yr for statistical data.



CGRC conforms to the National Strategy which gives a wide and varying range of responses to many of the survey questions. The 15-17 years were the most prolific responders which is reflected in some of the data.



EMPLOYMENT AND JOBS

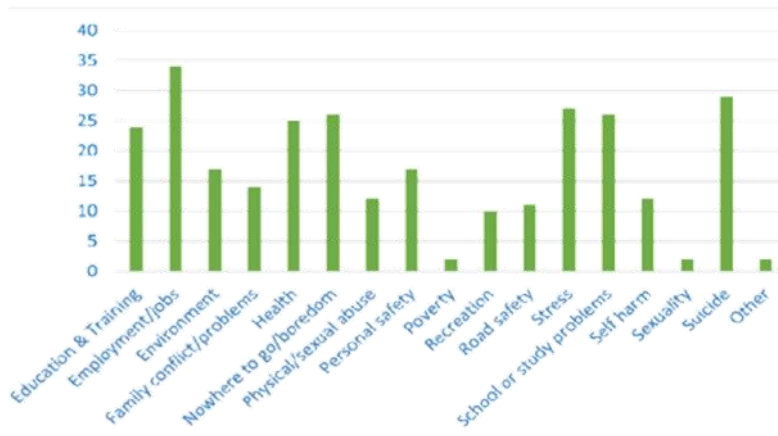
OUR TOP 3 CONCERNS



DEPRESSION



SUICIDE



Education and training, health and stress as well as school or study issues also ranked high in the concerns of young people in the CGRC.

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OUR DIGITAL LIFE



SOCIAL DIVERSITY



"Can go camping and
hang out with friends"

OUR RESPONSES

"Being close to
your mates houses"

"Friends,
footy, partys"

What do you like most about
living in your town?

"Battle on
the Bigdee"

"It is easy to get everywhere
and to meet friends."

"Every one is helpful and
says hello even if they
don't know you"

"I love the community
feel of it."



"Sporting facilities. Now
that I am 15 I can
participate in the beach
volleyball & touch
weekends"

"It's community spirit."

"People are friendly and you never feel unsafe ."

CGRC Youth Strategy 20-30 7



MORE RESPONSES

"Employment for youth, employment in general"

"Things for young adults to do. movies, bowling, etc."

"More shops" **What do you think needs improvement?** "Better use of the stadium"

"More shops like Kmart, Best and Less etc."

"More events, more advertisement of events"

"Something of interest to attract youths"

"More events for the 18-25 generation."

"More education about suicide prevention and mental health."

"Employment, more activities for the 20-30 yrs olds."

.....

"The theatre would be up and running, we'd have frequent events around/in town."

"Lots more wattle trees with plenty of social activities."

Imagine your town in 2030. Describe the main things about how the community would be?

"A council that cares about the environment"

"Hopefully busy! Lots of jobs, more affordable housing, more housing in general."

"The community has a larger say in what they would like."

"More shops, nice clean streets and better uniforms at school."

"Supportive, advancing with technologies, sustainable."

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Council Youth Resources

Youth Council

Gundagai Youth Council (GYC) and the new Cootamundra Youth Council (CYC) provide a forum for consultation between Council and young people in the LGA, contributing to youth development in the region.

- Consider and implement the recommendations in the 2010 Youth Plan, youth related recommendations in council's social community plans specifying youth contribute to youth related programs and initiatives including Youth Week, NAIDOC week and Harmony day.
- Provide Ideas for future services, events, activities and resources.
- Identify gaps in youth service provision and infrastructure.
- Provide a connection for youth to existing resources, including art and cultural resources available in the council area.

Infrastructure

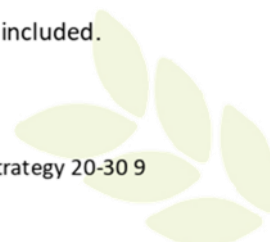
- Cootamundra skatepark.
- Gundagai Yarri Park Youth Precinct includes skatepark, half court, pump track, obstacle course.
- Stockinbingal pump track.
- Gundagai Youth Space (currently undergoing rebuilding).
- Cootamundra sports hall.
- Public swimming pools.
- Gundagai multipurpose courts.
- Cootamundra netball courts.
- Public libraries.
- Public parks.
- Sports grounds.

Youth Week

- Activities and events held in Cootamundra and Gundagai.
- Planned in consultation with youth advisory groups GYC and CYC.
- Implemented by CGRC staff and assistance from GYC and CYC.
- Also involves activities and events held at Cootamundra sports hall and Cootamundra and Gundagai Libraries.

School Holiday Activities

- Held in Cootamundra and Gundagai.
- Input from youth advisory groups GYC and CYC.
- Implemented by CGRC staff.
- Cootamundra sports hall and Cootamundra and Gundagai Libraries activities included.



External Youth Resources

Health and Community Services-

- Gundagai Dual Diagnosis Action Group - ROAR, Enough; and other programs in schools and community.
- Gundagai Neighbourhood Centre - Offer a range of services and activities to meet the needs of our rural communities including families, youths and aged.
- The Cootamundra Arts Centre - A supportive community built, organised and controlled arts facility.
- Cootamundra and Gundagai agricultural shows.
- Youth council movie nights held in Gundagai Library
- Wattle Festival
- Mission Australia - Youth Service offers support to families and individuals that are disadvantaged
- REROC - Take Charge youth leadership forum
- Schools – education, sexual health, bullying, well-being and counselling initiatives.
- Gundagai medical centre and Cootamundra medical centre.
- Intereach - supports children and families, older people, people living with disability, mental health and carers.
- RAHMP or Rural Adversity Mental Health Program (RAMHP) a major project of the Centre for Rural and Remote Mental Health (CRRMH)
- Headspace - the National Youth Mental Health Foundation providing early intervention mental health services to 12-25 year olds.
- NSW Police Youth Inclusion Officer

Art and Culture

- CADAS
- Jugiong Writers festival
- Chris Edwards School of Dance
- Christine Wishart Dance Studios

Sport and Leisure

There are numerous sports and leisure activities available across the region.

- Soccer Junior and Senior clubs
- Rugby League Junior and Senior clubs
- Netball Junior and Senior clubs
- Tennis
- Golf
- Squash Court
- Beach Volleyball Competition

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- Swimming Pool
- Basketball
- Horse riding
- Anglers Club
- Little Athletics

Consultation

Survey 20-30

The Youth 20-30 survey was held over an 8 week period in December 2019 – February 2020 and promoted via newspaper, schools, social media, and other local channels. There were a total of 91 responses that were analysed and collated along with other consultation results to form the Youth 20-30 strategic plan.

Focus Groups

Gundagai Youth Council
Pitch and Pizza consultations (with local MP Steph Cook)
Proposed Cootamundra Youth Council

Previous Youth Plan

Available from CGRC and Gundagai Youth Council. Compared and identified changes as well as persisting needs and accomplished goals.

Current Youth Identified Opportunities/Resources

Economic

Casual and part time work (hospitality)
Full time employment
Employment/recruitment agencies
Volunteer opportunities
Trade based employment
Internet
Public transport
Small business development

Social

Sports
Park, fishing, bike, horse riding
Movies
Theatre
Shopping
Travel
Youth Week
Mission Australia

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Social Media
Dances/Balls
Bands
Friends

Education

Library
Cadetships
Traineeships
School based apprenticeships/work experience

Recreation/Culture

CADAS
Scouts
Church youth groups
Sports facility
Skate park/pump tracks

Health

Medical centres
School health programs
Hospital/pharmacies
Doctors/dentists/physios
Gym/boot camp/Pilates etc

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Action Plan

The Action Plan is a working document designed to guide council, youth workers, youth councils and supporting organisations to improve the lives of youth in our region. Goals and actions will be updated regularly as goals are met and actions are updated.

There is also opportunity to add or change themes/issues as the needs and challenges facing our young people arise.

YO – Cootamundra-Gundagai Regional Council Youth Officer

GYC – Gundagai Youth Council

CYC – Cootamundra Youth Council

GNC- Gundagai Neighbourhood Centre

CDC – Cootamundra Development Corporation

DDAG – Dual Diagnosis Action Group

CAWP – Cootamundra Aboriginal Working Party

Key Theme/Issue	Goal	Action	Timeframe	Responsible
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GUNDAGAI

Youth Space (shared space name?)	To maintain and update furniture and equipment used at the youth space as needed.	Identify & apply for funding to maintain Gundagai's new shared youth/sport space. Investigate & apply for grants to maintain newly refurbished joint youth space & netball of-fice. Collaborate with council to include yearly funding in budget.	Ongoing.	YO, GYC, Gundagai Net-ball Ass
	To have a functional and well equipped area where youth feel comfortable and catered for. The area is also suitable for a youth officer to work from.	Purchase & organise equipment & furniture for youth area of youth space (already funded and awaiting siting). Funds to be raised through grants, council & fundraising activities. Where possible the use of recycled/ environmentally friendly equipment & furniture to be used.	Short term or as soon as the building is installed. (Funded in 2017)	GYC, Gundagai Net-ball Ass
	To present a plan and costing for a Youth Café. This plan to be used for future grants	Investigate youth café/ shop. Funds could be raised	The development of the plan is short	GYC, YO

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	if this project is feasible.	through grants, council & fundraising activities. Where possible the use of recycled/ environmentally friendly equipment & furniture to be used. Potential to use empty shops/spaces to sell or promote local youth works/art/produce. Or hold pop-up shops	term. The implementation may be long term.	
	Establish programs & events in youth space	Hold monthly youth inspired events in the new youth space. Including presenters, music, art lessons, pre employment classes. Look at Creative Kids registration for libraries/community centres.	Midterm & ongoing	YO, GYC
Gundagai Youth Council	Maintain or grow committee numbers as required allowing for diverse and rigorous representation and participation in community.	Maintain working committee as per constitution and increase when necessary through liaison with schools (newsletters/assembly etc), Facebook page, local newspaper and radio, and word of mouth by members.	Ongoing – review 6 monthly and on current committee member's resignation.	GYC
	Grow membership to include any young people wishing to join and be part but not attend meetings.	Grow membership through liaison with schools (newsletters/assembly etc), Facebook page, local newspaper and radio, and word of mouth by members.	Ongoing	GYC
	Make representation to establish Councilor reps	Invite local councilor's to meetings to help build support and communication between youth council	Ongoing - Reviewed yearly or as local councillors & youth council	GYC, Councilors

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		cil and local representatives. Invite councillors to be youth council reps to CGRC	members change.	
	Increase affective communication between youth & council	Continue to invite councillors to meetings. Send minutes to council to be included in advisory reports. Continue to invite Councillors to participate in youth activities and events. Maintain a good relationship with council staff with staff and managers invited to meetings as requested or for updates in their area.	Short term, 6 months - Ongoing	YO, GYC
	Increase social media activity	To post regular posts weekly on all social media account. Encourage youth members to Admin. Develop a social media plan for Facebook, Instagram, Snapchat and emerging platforms	Short term & ongoing	GYC
	Develop Web page	Develop and maintain a web presence to connect with members and wider youth and community. Include news, blog, events, activities and other youth information.	Short term - 2021	YO, GYC
	Develop new logo for GYC through competition and graphic designer.	Establish new logo and order branded GYC apparel.	<12 months – June 30 2021	GYC
	Purchase advertising banner for community events	Design and purchase vinyl table banner including new GYC & CGRC logo	As soon as the new logo is finalised. March 2021	YO, GYC

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	Increase effective communication between youth & community through newspaper/radio, social media,	Establish a monthly youth column in the local paper. Contact "Sounds of the Mountains" to advertise upcoming events	Short term - Ongoing	YO, GYC
Health & Wellbeing	Collaborate with Interagency to increase access to Health services	Youth Councils to communicate with local interagency to lobby for increase access to health	Mid -long term	YO
Youth Activities & events	Create a healthy food market	Establish communication between local suppliers, GYC, CGRC. Get involved with & support Sundy in Gundy and farmers market.	Ongoing	YO, GNC
	Organise regular youth events to coincide with school holidays	Organise activities and events developed but youth councils. Also liaise with libraries, community centres, sporting groups to include any activities they are running so as not to overlap and to be able to cross promote.	Ongoing & reviewed regularly to ensure appropriate youth involvement in planning of events	YO, GYC
	Establish art/drama/music programs in Gundagai	Identify needs and possibilities and to find tutor, teachers, trainers (volunteers/paid) that can deliver. Work with GNC to develop a plan for program and costing. Then identify suitable grant funding or costing to be recovered through attendance. Look to work with Coot-amundra and Tumut already established providers.	< 12 mths – long term.	YO, GYC, GNC

	Off leash fenced dog park in Gundagai	Consult with council in regard to a suitable place. Consult with dog owning community in regard to equipment, space etc. Investigate costs, develop plan and possible funding avenues.	Mid – long term. Dependent on site.	YO, GYC
	Better/ Larger gym Gundagai	Find funding for and create a bigger facility that can hold larger groups and has more equipment.	Long Term	YO
Environment	Build youth and community enterprise bottle cap recycling facility.	Apply for available grant funding to establish a bottle cap recycling building in the men's shed grounds. Communicate with community to increase recycling in the area. Liaise with council re the facility siting and benefits of products made. Liaise with council and RERO in relations to waste management.	Long Term	GYC, YO
	Instigate/organise youth and community / school tree planting day in Gundagai in absence of Bushcare group.	Hold a tree planting day for GYC, youth and wider community on 1st August 2021. Support the schools to hold one on 30th July.	>12 months – Friday 30th July (school) and Sunday 1st August 2021 (community)	GYC, Schools
	Create street art/murals	Contact local artist to collaborate on design & implementation of street art. Engage local youth community to help design and paint artwork. Collaborate with council on appropriate area for new street art.	Mid - long term 12 months	YO, GYC

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	Improve town vibrancy	Consult with youth and community, investigate ideas and support creation of Gundy 2050 report	Long term	GYC, YO
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COOTAMUNDRA

Youth Space	Obtain ongoing funding for a new dedicated youth hub	Investigate & apply for grants to refurbish existing council building to be used as a dedicated youth hub. Collaborate with council to include yearly funding in budget	long term > 12 months	YO, CYC
	Organise equipment & furniture for youth hub	Purchase equipment & furniture for youth hub. Funds to be raised through grants, council & fundraising activities. Where possible the use of recycled/ environmentally friendly equipment & furniture to be used.	Long term > 12 months	YO, CYC
	To present a plan & costing for a Youth Café/shop. This plan can be used for future grants if feasible.	Investigate youth café/ shop. Funds could be raised through grants, council & fundraising activities. Where possible the use of recycled/ environmentally friendly equipment & furniture to be used.	Long term > 12 months	CYC, YO
	Establish programs & events in youth hub	Hold monthly youth inspired events in the new youth hub. Including presenters, music, art lessons, pre employment classes. Look at Creative Kids registration for libraries/community centres.	Long term > 12 months	YO, CYC

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Cootamundra Youth Council	Maintain or grow committee numbers as required allowing for diverse & rigorous representation as well as participation in the community.	Maintain working committee as per constitution & increase when necessary through liaison with schools (newsletters/assembly etc), Facebook page, local newspaper, radio, & word of mouth by members	Ongoing – review 6 monthly & on current committee member's resignation.	CYC, Community
	Grow membership to include any young people wishing to join but not attend meetings	Grow membership through liaison with schools (newsletters/assembly etc), Facebook page, local newspaper, radio, & word of mouth by members.	Ongoing	CYC
	Make representation to establish Councillor reps	Invite local councillor's to meetings to help build support/communication between youth council members & local representatives. Invite councillors to be youth council reps to CGRC	Short term < 4 months	CYC, Councillors
	Increase affective communication between youth & council	Continue to invite councillors to meetings. Send minutes to council to be included in advisory reports. Continue to invite Councillors to participate in youth activities & events. Maintain a good relationship with all council staff & managers. Invite staff to meetings as requested or for updates in their area.	Short term & Ongoing	YO, CYC
	Increase social media activity	To post regular posts weekly on all social media accounts. En-	Short term & Ongoing	CYC

		courage youth members to Admin. Develop a social media plan for Facebook, Instagram, Snapchat & emerging platforms		
	Purchase advertising banner for community events	Design & purchase vinyl table banner including CYC & CGRC logo	Short term <4 months	YO, CYC
	Increase affective communication between youth & council through newspaper/radio, social media,	Establish a monthly youth column in the local paper/ school newsletter. Contact local radio station to advertise upcoming events	Ongoing	YO, CYC
	Develop Web page.	Develop & maintain a web presence to connect with members, external youth & community. Include news, blog, events, activities & relevant youth information.	Short term 2021	YO, CYC
	CYC#	Establish an easy to remember Coot-amundra Youth Council Hashtag to be used for all social media posts in order to improve the CYC brand & garner feedback for youth council events.	Short term <4 months	CYC
	CYC member profiles	Create online member profiles for social media pages including photo & goals for the youth council	Short term < 4 months	CYC
	CYC advertising brochure	Design & create a CYC brochure including events, goals & also achievements. To help increase/ maintain membership numbers, brand awareness & advertising	Short term <6 months	CYC

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Health & Wellbeing	Collaborate with Interagency to increase access to Health services	Youth Council to communicate with local Interagency to lobby for increase access to health	Ongoing	YO
	Establish specific programs based on youth health needs	Regularly conduct surveys or information gathering events to create targeted educational programs such as family planning & personal health classes. Consult with local schools & health care providers to advertise existing programs.	Ongoing	YO, Community
	Collaborate with local health services to include youth access in their future planning	A youth council member to investigate joining LHAC or hospital committee.	Short term. Regularly reviewed as CYC members change	YO, CYC
	Increase inclusion & accessibility access to local community shops & events	Young people to actively engage with planning sessions conducted by council regarding community upgrades. Youth council to contribute ideas to Albert Park upgrade.	Ongoing	CYC, Community
Youth Activities & events	Create a healthy food market	Establish communication between local suppliers, CYC & CGRC. Organise a farmers market/healthy food market in Cootamundra	Long term > 12 months	YO, CYC, Community
	Organise regular youth events to coincide with school holidays	Organise activities & events developed by the youth council. Also liaise with libraries, community centres, sporting groups to include any activities they are running so as not to overlap	Ongoing & reviewed regularly to ensure appropriate youth involvement in planning of events	YO, CYC

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		& help cross promote appropriate events.		
	Increase cultural events/groups in Cootamundra	Young people to consult with CWAP to discern culturally significant & respectful events. Engage fully in NAIDOC week events.	Ongoing & reviewed regularly to ensure cultural sensitivity is maintained at all events	YO, CWAP, Community
Sport & Recreation	Modify Pool times Cootamundra	Lobby new pool leasee to modify pool opening times and entry fee	Short term < 6 months	CYC
	Handball park at Mitchell Park	Engage in discussion with council & potential funding organisations to construct a Handball park in Mitchell park	Long term	CYC, YO
Environment	Increase green spaces in Cootamundra	Lobby CRGC to increase/ maintain & focus on safety in new & existing green spaces	Long term	CYC, YO
	Create street art/murals	Collaborate with CWAP & local artists to create local, culturally significant artwork in youth used areas. Engage young people to help design & paint street art. Collaborate with council to establish appropriate areas to include street art.	Long term	YO, CYC, CWAP, Community
	Improve town vibrancy	Consult with youth & the community. Investigate ideas & follow up with Cootamundra 2050 goals.	Ongoing	CYC

JOINT ACTION PLAN

Youth Officer	Re apply for grant funding to continue this role in both communities. Lobby local	To have ongoing funding for permanent youth officer in	By June 2021 when the current position funding finishes.	YO
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	government members to maintain current youth officer funding. Apply for appropriate grant funding opportunities. Discuss with CGRC funding available for continued YO role.	both communities beyond the current contract.		
Education & Employment	Investigate increased access to VET & Traineeships	Partner/support CDC's program.	ongoing	YO, GYC, CYC CDC
	Lobby larger business to open in both communities to increase employment options	Develop a plan to establish contact with larger companies in order to increase business uptake in both communities. The plan should highlight the benefits of businesses establishing in the CGRC shire	Long Term	YO, GYC, CYC, CDC
	Host a careers expo	Network with local, national, government businesses to participate in careers expo. Organise & hold an expo within both Coot-amundra & Gundagai	Long term	YO, CYC, GYC, CDC, GREG Business community, local schools
Health & Well-being	Collaborate with Interagency to increase access to Health services	Youth Councils to communicate with local interagency to lobby for increase access to health services	Ongoing	YO
	Create Mental Health events	Obtain grant funding to host regular mental health events	Midterm 6-12 months	YO, GYC, CYC, DDAG

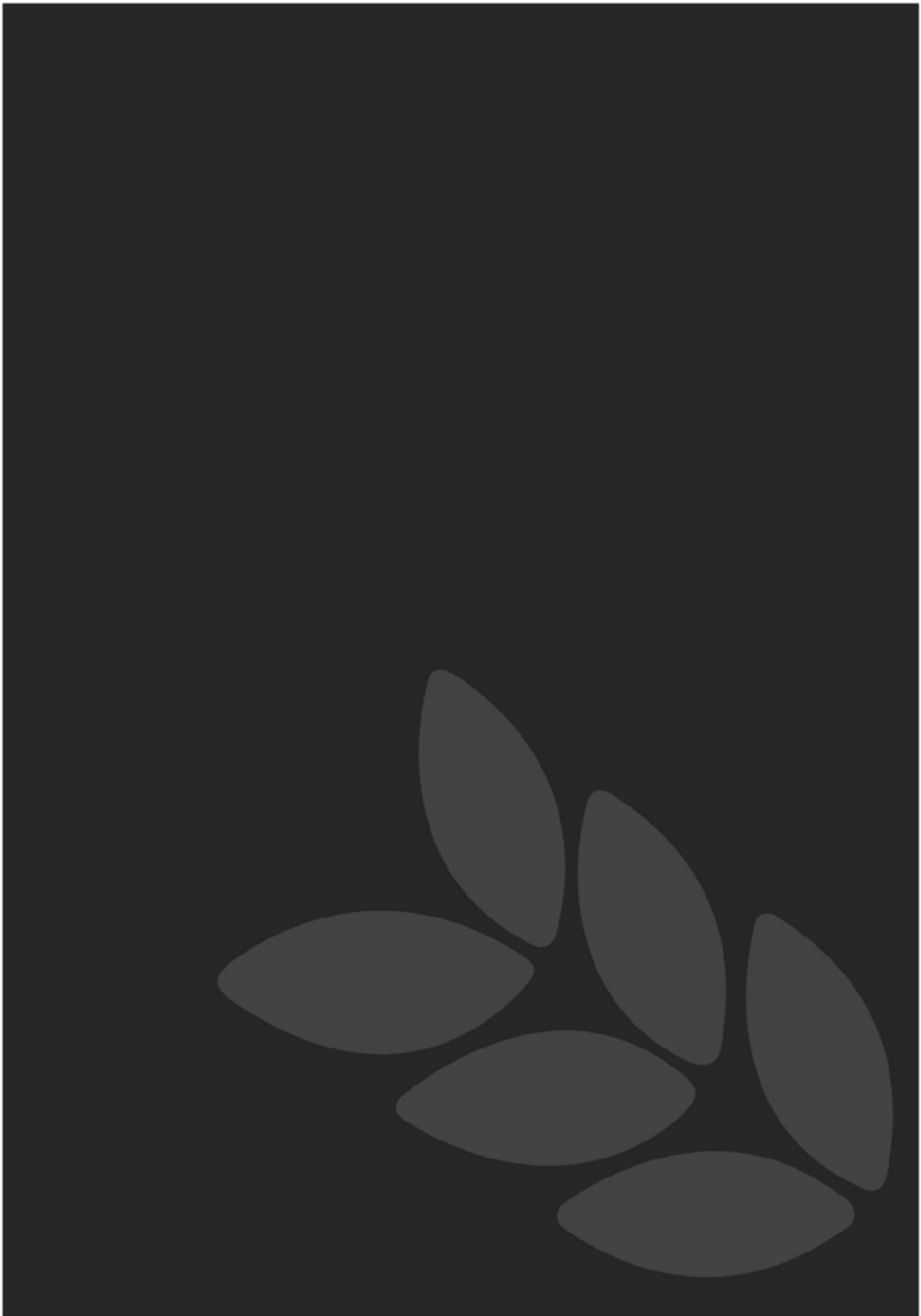
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		including a mental health forum.		
	Re-establish Youth Crisis Support donation fund within council in conjunction with Interagency	Discuss with council the reestablishment of crisis fund. Lobby businesses to donate to local fund. Hold fundraising events to increase funds.	Midterm & ongoing	YO, CYC, GYC, Interagency, Business Community
Youth Activities & events	Establish annual GYC & CYC meetings/ Catch ups	Collaborate between both youth councils to establish ongoing networking opportunities. Host regular events between both groups including sporting, competitive, fun & joint ventures in both towns or local villages where necessary.	Short term & Ongoing	GCY, CYC, YO
Sport & Recreation	Upgrade sporting facilities	Collaborate with council to upgrade & revitalise exciting facilities, such as skate park in Cootamundra & youth Warrior course Gundagai	Ongoing	YO, GYC, CYC
Environment	Organise an Environmental change forum	Host a community environmental forum, Including Contacting environmental change experts, gather	>12 months September 2021	GYC, CYC, YO

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		relevant re- sources, distrib- ute information to attendees.		
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8.3.3 GUNDAGAI TOURISM ACTION S355 COMMITTEE - MEETING HELD 10TH MAY, 2021

DOCUMENT NUMBER	349342
REPORTING OFFICER	Miriam Crane, Manager Community and Culture
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.2 Active participation and engagement in local decision-making
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Gundagai Tourism Action Committee Minutes 10 May 2021 ↓

RECOMMENDATION

- 1. The Minutes of the Gundagai Tourism Action Group s.355 Committee meeting held on 10th May, 2021 attached to the report, be received and noted.**
- 2. Council consider the Recommendations contained within the Minutes.**

Introduction

The attached Minutes of the Gundagai Tourism Action Committee meeting held on 10th May, 2021 are submitted for the information of Council and the community.

Recommendations contained within the Minutes of the Gundagai Tourism Action Group s.355 Committee meeting held on 10th May, 2021

1. That Council endorse Ian Truesdale, Francis Truesdale, and Peter Smith as members of the Gundagai Tourism Action Group s355 Committee.
2. That the Manager Technical Services seek approval for repairs to the Morley's Creek Weir from the relevant authorities and proceed with works as scheduling allows.

COOTAMUNDRA - GUNDAGAI REGIONAL COUNCIL

GUNDAGAI TOURISM ACTION COMMITTEE

Meeting No 115

Monday 10th May 4:30pm – Gundagai Council Chambers

Minutes

Meeting commenced: 4:35pm

Present: John Morgan, Abb McAlister, Mike Kingwill, Penny Nicholson, Peggy Elliott, Ian Truesdale, Francis Truesdale, Jim Morton, Peter Smith, Miriam Crane

Apologies: Casey Polsen, Madeline Ryan

Confirmation of Minutes:

Moved: Penny Nicholson

Seconded: Peggy Elliot

Correspondence

No correspondence

Membership

Recommendation: That council appoint: Ian Truesdale, Francis Truesdale, and Peter Smith as members of the Gundagai Tourism Action Committee.

Moved: Abb McAlister, Seconded: John Morgan

Key Focus Area Updates

1. Branding and Marketing Strategy

a) New Visitor Guide

Casey to distribute updated copy of the Visitor Guide to the committee via email.

b) Communication Plan updates

Implementation is underway on a number of the items including photography and signage as well as songs for the towns. An application will be submitted to DNSW to match funding for the period July-October.

2. Launch and Promotion of Main Street

a) Puppy Sculptures

Miriam showed the committee a video of the sculptures in their clay form. They have been approved to be cast in bronze and will be approximately 8 weeks to complete from here.

3. River Access and Morley's Creek Plan (Old Mill)

Recommendation: That the Manager Technical Services seek approval for repairs to the Morley's Creek Weir from the relevant authorities, and proceed with works as scheduling allows.

Moved: Penny Nicholson, Seconded: Mike Kingwill

4. Visitor Information Centre Upgrade

At this stage plans are still being engineered ahead of lodgment of a Development Application/Construction Certificate.

5. Truck Museum

The group are looking for funding to extend at their existing location.

6. ANBC Update

The event will be held over two days with the battle of the bands being the second day. Date for Diary October 23/24.

7. Railway Bridge and Cycle Path

Miriam yet to action recommendations approved at April Council Meeting.

8. Social Media

The most successful post since the last meeting was one about the reopening of the Niagara Café.

9. GREG Update

Nil update.

General Business

Peter Smith advised the group about the NAIDOC Ball coming up on June 25th and extended an invitation for all to attend.

Next Meeting

Monday July 12th 4:30pm (no June meeting due to Queen's Birthday)

8.4 DEVELOPMENT, BUILDING AND COMPLIANCE

8.4.1 DEVELOPMENT APPLICATIONS APPROVED APRIL 2021

DOCUMENT NUMBER	348922
REPORTING OFFICER	Sharon Langman, Manager Development, Building and Compliance
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	3. Sustainable natural and built environments: we connect with the places and spaces around us 3.2 Our built environments support and enhance liveability
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	Compliance with the provisions of the Environmental Planning and Assessment Act, 1979 and related legislation.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

The information on Development Applications approved in April 2021 be received and noted.

Introduction

The Development Applications Approved in April 2021 report is submitted for the information of Council regarding development applications processed.

Discussion

The following development applications were approved by Cootamundra Gundagai Regional Council in April 2021.

APP. NO.	PROPOSED DEVELOPMENT	PROPERTY DESCRIPTION
DA2021.49	New Dwelling	Lot 332 DP751421 Short St Gundagai
DA2021.42	New Dwelling Lot 14 in New Subdivision	Lot 306 DP753601 Temora St Cootamundra
DA2021.41	New Dwelling Lot 32 in New Subdivision	Lot 306 DP753601 Temora St Cootamundra
DA2021.40	New Dwelling Lot 19 in New Subdivision	Lot 306 DP753601 Temora St Cootamundra
DA2021.35	New Dwelling & Shed Lot 11 in New Subdivision	Lot 306 DP753601 Temora St Cootamundra
DA2021.34	Change of Use - establish and operate a food shop	Lot x DP412094 Parker St Cootamundra
DA2021.20.2	New Carport (enclose 1 bay)	Lot 2 DP819587 Back Brawlin Rd Cootamundra

DA2021.39	New Shed	Lot 35 DP1173450 Lawson Dr Gundagai
DA2021.38	Addition to Existing Fire Shed	Lot 31 DP1075694 Barrett St Cootamundra
CDC2021.6	New Carport	Lot 2 DP625430 Nicholls Ave Gundagai
DA2021.37	New Dwelling Lot 13 in New Subdivision	Lot 308 DP753601 Temora St Cootamundra
CDC2021.5	New Swimming Pool	Lot 110 DP751421 Burra Rd Gundagai
DA2021.36	Addition to Shed and New Carport	Lot 2 DP501617 Lawrence St Cootamundra
DA2021.39	New Carport	Lot 35 DP1173450 Lawson Dr Gundagai
DA2021.28	Installation of Aboriginal artwork panel/s on existing fence	Lot B DP440420 Parker St Cootamundra
DA2021.15	New Shed	Lot 3 Sec 4 DP2740 Ward St Cootamundra
CDC2021.1	New Swimming Pool	Lot 2 DP818049 Warralong Rd Cootamundra
DA2021.3	Subdivision (rural) - three (3) lots	Lot 21 DP1244267 Nanangroe Rd Adjungbilly
DA2020.218	New Shed	Lot 332 DP751421 Short St Gundagai

VALUE OF WORK REPORTED TO THIS MEETING:

\$2,493,071.00

VALUE OF WORK REPORTED YEAR TO DATE:

\$13,628,655.00

THIS TIME LAST YEAR:

VALUE OF WORK –April 2020:

\$1,201,735.00

VALUE OF WORK – YTD 2020:

\$10,989,659.00

8.4.2 DEVELOPMENT APPLICATION 2021/53 - 88 MACKAY STREET, COOTAMUNDRA - VARIATION TO DEVELOPMENT CONTROL PLAN

DOCUMENT NUMBER	349482
REPORTING OFFICER	Sharon Langman, Manager Development, Building and Compliance
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	3. Sustainable natural and built environments: we connect with the places and spaces around us 3.2 Our built environments support and enhance liveability
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	Council needs to assess each application on its individual merits in accordance with legislative requirements and timeframes.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Assessment Report - DA 2021/53 - 88 Mackay Street, Cootamundra - Construction of Garage Additions ↓

RECOMMENDATION

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

- Application No: DA2021/53
- Property: Lot A DP449867
88 Mackay Street
COOTAMUNDRA NSW 2590
- Development: To construct additions to garage as ancillary to the existing dwelling

GENERAL CONDITIONS

(1) GEN Condition - Compliance Standards

Any building and associated works shall comply with the statutory requirements of the Environmental Planning & Assessment Act, Local Government Act, 1993 and the Building Code of Australia (BCA).

Reason: The legal obligations of the Council to administer the New South Wales building and planning laws in order to provide satisfactory standards of living and development.

(2) GEN Condition - Compliance with Council

The Development being completed in accordance with plans and specifications stamped by Council listed in the table below and the Statement of Environmental Effects, except where varied by conditions of this consent.

Document Reference	Description	Author	Date
Plan No. 1.1	All Development Plans	Simple Designs	April 2021
	Building Specifications	Simple Design	April 2021

Reason: To confirm the details of the application as submitted by the applicant and as approved by Council.

(3) GEN Condition - Utilities

Approval is given subject to the location of, protection of, and/or any necessary modifications to any existing public utilities situated within or adjacent to the subject property.

Reason: To ensure that any public utilities are maintained and protected from damage.

(4) Gen Condition – Not certify compliance with BCA or NCC

The issue of this Development Consent does not certify compliance with the relevant provisions of the Building Code of Australia or National Construction Code Series.

Reason: This consent does not certify compliance with the BCA or NCC.

PRIOR TO COMMENCEMENT OF WORKS

(1) PCW Condition – Prior to Building Work Commencing.

The erection of a building in accordance with the development consent must not commence until:

1. a construction Certificate for the building work has been issued by the consent authority, the council (if the council is not the consent authority) or an accredited certifier, and
2. the person having the benefit of the development consent has:
 - a. appointed a principal certifying authority for the building work, and
 - b. notified the principal certifying authority that the person will carry out the building work as an owner-builder, if that is the case, and
3. the principal certifying authority has, no later than 2 days before building works commences:
 - a. notified the consent authority and the council (if the council is not the consent authority) of his or her appointment, and
 - b. notified the person having the benefit of the development consent of any critical stage inspections and other inspections that are to be carried out in respect to the building work, and
4. the person having the benefit of the development consent, if not carrying out the work as an owner-builder, has,
 - a. appointed a principal contractor for the building work who must be the holder of a contractor licence if any residential work is involved, and
 - b. notified the principal certifying authority of any such appointment, and
 - c. unless that person is the principal contractor, notified the principal contractor of any critical stage inspection or other inspections that are to be carried out in respect of the building work .

Reason: To ensure compliance with the requirements of the Environmental Planning and Assessment Regulations.

(2) PCW Condition – Signage.

Site signage shall apply and must be erected on the site in a prominent, visible position for the duration of the construction. The signage must include: -

1. Statement that unauthorised entry to the site is not permitted

2. Show the name of the builder or another person responsible for the site and a telephone number at which the builder or other person can be contacted outside working hours
3. The name, address and telephone contact of the Principal Certifying Authority for the work

Any structures erected to meet the requirements of this condition must be removed when it is no longer required for the purpose for which it was erected.

Reason: *To meet the minimum requirements of the Environmental Planning & Assessment Regulation.*

(3) PCW Condition – Notice of Commencement.

Prior to work commencing a 'Notice of Commencement of Building Work and Appointment of Principal Certifying Authority' shall be submitted to Council at least 2 days prior to work commencing.

Reason: *To meet the minimum requirements of the Environmental Planning & Assessment Regulation.*

(4) PCW Condition – Builders Toilets.

Provision being made for temporary WC accommodation on site prior to the commencement of excavation or other associated building works.

Reason: *To ensure minimum standards of hygiene for onsite workers.*

(5) PCW Condition – Residential Building Work.

Residential building work within the meaning of the *Home Building Act 1989* must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the following information

1. In the case of work for which a principal contractor is required to be appointed:
 - a. In the name and licence number of the principal contractor, and
 - b. The name of the insurer by which the work is insured under Part 6 of that Act.
2. In the case of work to be done by an owner-builder:
 - a. The name of the owner-builder and,
 - b. If the owner builder is required to hold an owner builder permit under the Act, the number of the owner-builder permits.

If arrangements for doing the residential building work are changed while the work is in progress so that the information notified under subclause (1) becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the updated information.

Reason: *Statutory compliance.*

(6) PCW Condition – Siting of Building.

The applicant is responsible to ensure that the building is sited on the allotment and constructed to the design levels approved by Council as specified on the approved site plan.

Reason: *To ensure the development is carried out on the correct allotment.*

(7) PCW Condition – Waste Storage During Construction.

Provision shall be made on site for the proper storage and disposal of waste such that no builders' waste shall be left in the open. Specific attention should be given to items which are subject to relocation by the action of wind, e.g. Paper, sheets of iron, ridge capping, cement and lime bags and the like.

Reason: *To ensure that the site is not a source of wind-blown litter.*

(8) PCW Condition – Soil Erosion Control.

Site erosion control measures shall be incorporated into site management during construction. Seepage and surface water shall be collected and diverted clear of the building site by a drainage system. Care shall be taken to ensure that no nuisance is created to adjoining properties or public space by way of sediment run off.

Reason: *To ensure that adequate measures are in place so that damage from sediment run off to adjoining sites and waterways is minimised.*

(9) PCW Condition – Underground Services.

The applicant shall locate and identify all existing underground services prior to commencement of works and ensure there shall be no conflict between the proposed development and existing infrastructure including areas external to the development site where works are proposed.

Reason: *To ensure the utility services are protected and satisfactory for the proposed development.*

DURING CONSTRUCTION

(1) DUR Condition – Works to be undertaken in Accordance with the Approval.

All proposed works to be undertaken are to be carried out in accordance with the conditions of development consent, approved construction certificate drawings and specifications.

Reason: *ensure all works are carried out in accordance with the development consent.*

(2) DUR Condition – Hours of Construction Site Works.

Construction site works including the entering and leaving of vehicles is limited to the following hours, unless otherwise permitted by Council:-

Monday to Saturday from 7.00am to 7.00pm
Sundays and public holidays from 9.00am to 12.00pm

The applicant is responsible to instruct and control subcontractors regarding hours of work.

Reason: *So that the development does not reduce the amenity of the area.*

(3) DUR Condition – Footpath Storage.

Building materials not to be stored on Council footway or nature strip at any time.

Reason: *To ensure an adequate level of public safety is maintained.*

(4) DUR Condition – Waste Removal.

All debris and any waste fill are to be removed from the site and disposed of at Cootamundra Garbage Depot, in the building refuse section of the garbage depot. Please note that a separate fee applies for disposal of waste at Council's waste depot. You should contact Council's Works Operations Manager for an estimate of costs in this regard.

Reason: To ensure that the amenity and unsightly condition is minimised.

(5) DUR Condition - Pipe Replacement.

Should the proposed building be located over existing vitrified clay sewer pipes then such pipes shall be reinstated in PVC material in the area under the proposed building.

Reason: To minimise the opportunity for damage to the building as a result of leaking sewage.

(6) DUR Condition - BCA Compliance.

All building work (other than work relating to the erection of a temporary building) must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant construction certificate was made).

Reason: To ensure the building complies with the BCA.

(7) DUR Condition – Inspections.

The Principal Certifying Authority is to be given a minimum of 48 hours' notice prior to any critical stage inspection or any other inspection nominated by the Principal Certifying Authority via the notice issued under Section 91A of the Environmental Planning and Assessment Act 1979.

All building work (other than work relating to the erection of a temporary building) must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant construction certificate was made).

Reason: To ensure that adequate time is given of required inspections.

(8) DUR Condition – Storm Water.

Storm water is to be discharged: -

1. To the roadside gutter, taken through the kerb and the kerb is to be made good or, alternatively, linked to existing storm water drainage which discharges at the roadside gutter

Reason: To ensure that roof water is disposed of without nuisance to neighbours, without overloading Council's laneways system and so as to minimise input to the ground water system

POST CONSTRUCTION

(1) POC Condition – Occupation of Building.

A person must not commence occupation or use of the whole or any part of the buildings unless an occupation certificate has been issued by the appointed Principal Certifying Authority.

Reason: So that the development is substantially completed to a safe standard to allow use or occupation of said building.

ONGOING USE

(1) USE Condition – Business Use.

The Garage Addition not being let, adapted or used for separate occupation or commercial purposes.

Reason: Development consent is required for any activity other than residential.

(2) USE Condition – Clean and Tidy.

The premises are to be maintained in a clean and tidy condition at all times.

Reason: So that the development does not reduce the amenity of the area.

(3) USE Condition –Amenity General.

The development is to be conducted in a manner that will not interfere with the amenity of the locality by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil, by causing interference to television or radio reception or otherwise.

Reason: So that the development does not reduce the amenity of the area.

(4) USE Condition – Non Habitable Use.

The garage is not to be used for residential occupation without prior consent of Council.

Reason: Health and safety prohibition.

Introduction

Council has received an application for the erection of additions to an existing garage. The applicant seeks a variation to the controls within Council's adopted Development Control Plan. In accordance with the delegations issued to staff where variation to the Development Control Plan is above 5% the matter is referred to Council for determination.

Discussion

Council has in place an adopted a Development Control Plan (DCP) that provides guidance on the development standards that Council believes will lead to desired outcomes in building design, streetscape, traffic, heritage, and environment. The DCP contains performance criteria and associated acceptable solutions to assist applicants in achieving the desired outcomes. However, it is recognised that there are other means of achieving the desired outcomes outside of the acceptable solutions and where a similar or better result can be achieved such alternatives should be considered.

In considering variations to the standards contained within the DCP applicants are required to justify why the standards should be varied and how this will lead to an outcome that is equivalent, if not better, than the articulated performance criteria. In this instance the justification for varying the requirements of the DCP includes the existing outbuildings already exceed site coverage as contained within the DCP. A full assessment of the proposed development contained within the assessment report attached herewith.

Summary of areas of noncompliance identified in the assessment report:

- the proposal, being additions to the existing garage, exceed the site coverage requirements for outbuildings as contained within the DCP.

DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)*

**DATE OF REPORT COMMENCEMENT:**

18 May 2021

COUNCIL OFFICER COMPLETING DEVELOPMENT ASSESSMENT:

David Crick

DEVELOPMENT REFERENCE:

DA 2021/53

DEVELOPMENT ADDRESS:

88 Mackay Street COOTAMUNDRA

DEVELOPMENT LOT / SEC / PLAN:

Lot: A DP: 449867

OWNER(S):

Cheryl Ann Friend

APPLICANT:

Chris William Imrie

APPLICANT ADDRESS:

PO Box 138
Cootamundra NSW 2590

PROPOSAL:

Garage Additions

The applicant is seeking consent to undertake Garage Additions to existing garage 6.1m x 7m x 2.7m high, to match existing garage height 400mm from rear boundary. The total area of the existing garage is 63m² and proposed addition to be 42.7m².

DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)

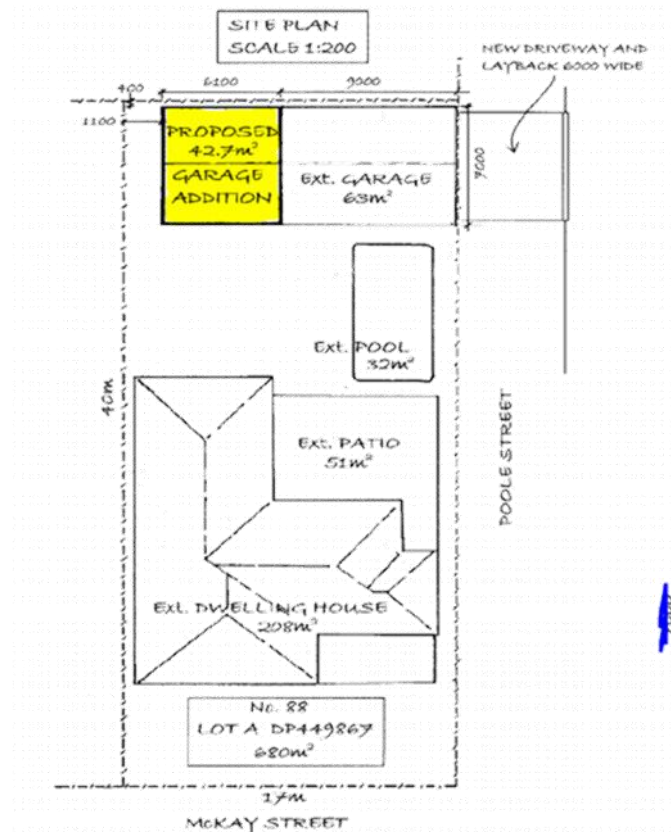


Figure 1 Site plan



Photo 1 – site of proposal

DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)



SITE:

The site is located within the established medium density residential area of Cootamundra, approximately .7km west of the CBD. The site is a rectangular shaped lot with an existing garage, pool and dwelling situated upon it.



Figure 2 – Street location (source: Intramaps)



Figure 3 – Aerial view (source: Six maps)

STATUTORY CONSIDERATIONS / EP&A ACT / EP&A REGULATION:

1.7 Application of Part 7 of [Biodiversity Conservation Act 2016](#) and Part 7A of [Fisheries Management Act 1994](#)

These sections of the above Acts, requires Council to consider whether the development or activity is likely to significantly affect threatened species, populations or ecological communities (as per the relevant tests in each Act). As per these sections and tests, it is not considered that the development is likely to significantly affect threatened species, populations or ecological communities, as it does not impact on any flora, fauna or their habitat, is not mapped as being valuable on the Biodiversity Values map, is not a key threatening process, and is remote from any river system.

DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)



2.22 Mandatory community participation requirements

Part 1 (Mandatory community participation requirements) of Schedule 1 (Community participation requirements) sets out the mandatory requirements for community participation by planning authorities with respect to the exercise of relevant planning functions, which includes among other things, notification of development applications.

The relevant section that applies to this development is:

7 Application for development consent (other than for a complying development certificate, for designated development, for nominated integrated development, for threatened species development or for State significant development)

- (1) Minimum public exhibition period for an application for development consent (other than for a complying development certificate, for designated development, for nominated integrated development, for threatened species development or for State significant development)—
- (a) if the relevant community participation plan specifies a period of public exhibition for the application—the period so specified, or
 - (b) if the relevant community participation plan specifies that no public exhibition is required for the application—no public exhibition, or (c) otherwise—14 days.

The CGRC Community Participation Plan (CPP) identifies certain development applications that will be notified (generally buildings of certain size and setback), and those that may detrimentally impact adjoining neighbours. As the proposal has the potential to impact on adjoining properties, the application was notified in accordance with the CPP.

4.5 Designation of consent authority

The development is not state significant or regionally significant, and therefore Council is the determining authority.

4.10 Designated development

Schedule 3 of the EP&A Regulation defines the various types of designated development, but the application does not meet any of the criteria and therefore is not designated.

4.13 Consultation and concurrence

If required by an environmental planning instrument, this section requires Council to consult with or obtain the concurrence of the person. No consultation was required in this instance (see Infrastructure SEPP section below, relating to Essential Energy and RMS comments).

4.22 Concept development applications

The development is not a concept development (development undertaken in stages).

4.33 Determination of Crown development applications

The development is not a Crown development.

DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)



4.36 Development that is State significant development

The development is not State significant development (of a size, type, value or with impacts deemed to be significant).

4.46 Integrated development

The development is not integrated development (requires consent or an approval from another government agency).

4.55 Modification of consents - generally

Not applicable

SECTION 4.15 CONSIDERATIONS UNDER THE ENVIRONMENTAL PLANNING & ASSESSMENT ACT 1979:

4.15(1)(a)(i) The provisions of any environmental planning instrument:

State Environmental Planning Policies (SEPPs) and deemed SEPP's

The following SEPPs are relevant to the development.

SEPP No. 55 – Remediation of Land

The issue of potential site contamination was raised in the submissions. Clause 7(1) prescribes that a consent authority must not consent to the carrying out of any development on land, unless it has considered whether the land is contaminated. The site is not identified on Council's potentially contaminated land register, and there is no evidence to indicate that the land is a site of possible contamination, and no further investigation is warranted.

SEPP (Infrastructure) 2007

The sections of this policy that are relevant to an assessment of this application are detailed as follows:

- ✦ *Clause 45 (Determination of development applications—other development)* applies to a development application for development in proximity to electricity infrastructure (e.g within 5 metres of an exposed overhead power line). The development does not meet this criterion, as the powerline within the street frontage is not exposed, so no formal referral to Essential Energy, was required.
- ✦ *Clause 55 (Development adjacent to corridor)* applies to developments adjacent to a gas pipeline corridor. This development is not adjacent a gas pipeline, accordingly this clause is not applicable.
- ✦ *Division 15, Subdivision 2 (Development in or adjacent rail corridors)*, including *Clauses 84, 85, 86 and 87* – the site is not adjacent the railway corridor, and therefore these clauses do not apply to this development.
- ✦ *Clause 101 (Development with frontage to classified road)*, the site does not front a classified road, accordingly this clause is not applicable.

DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)



- ✦ *Clause 102 (Impact of road noise or vibration on non-road development)* does not apply in this instance, as the AADT volume for the road, is less than 20,000 vehicles.
- ✦ *Clause 103 (Excavation in or immediately adjacent to corridors)*, does not apply as the development will not result in an excavation adjacent a listed road.
- ✦ *Clause 104 and Schedule 3 (Traffic generating development)* does not apply, as the type and scale of development is not identified in the Schedule.

Local Environmental Plan (LEP)

The applicable LEP is the Cootamundra LEP 2013 (CLEP), and the relevant provisions of the LEP are discussed as follows.

1.2 Aims of Plan

It is considered that the development does not compromise the aims of the plan, and is not inconsistent with the relevant (highlighted) aims of the LEP:

- (aa) to protect and promote the use and development of land for arts and cultural activity, including music and other performance arts,*
- (a) to ensure that local amenity is maintained and enhanced,***
- (b) to protect viable agricultural areas from conflicting land uses,***
- (c) to identify, protect, conserve and enhance areas of environmental and aesthetic significance,***
- (d) to encourage the ecologically sustainable use and management of natural resources,***
- (e) to identify and protect areas used for community and recreational activities,***
- (f) to identify and manage the heritage resources of Cootamundra.***

The development if approved, will not impact on the amenity of the area in terms of a range of issues such as noise, traffic or privacy. It is considered that the development will not impact upon the visual amenity, streetscape and aesthetics of the area given the proposed is in the rear yard and not seen from the street. It is considered that the building is in context of other development in the vicinity and Council's controls contained within the Development Control Plan.

1.4 Definitions

The proposed development is defined as a use ***ancillary*** to a ***dwelling house***.

1.6 Consent authority

The consent authority for the purposes of this Plan is (subject to the Act) the Council.

1.9A Suspension of covenants, agreements and instruments

The proposal is clear of known infrastructure for which easements are required and there are no covenants or agreements known to affect the property.

DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)*



2.1 Land use zones

The site is zoned R3 Medium Density Residential, and the proposed development is permitted in the zone with consent.

2.3 Zone objectives

Under this clause Council must have regard to the objectives of the zone when determining a development application, being:

- To provide for the housing needs of the community within a medium density residential environment.
- To provide a variety of housing types within a medium density residential environment.
- To enable other land uses that provide facilities or services to meet the day to day needs of residents.

The proposal is not considered to be inconsistent with the objectives of the zone.

5.10 Heritage conservation

There are no heritage items on-site (identified on either the SHR or in the LEP), and the site is not located in an HCA. A search of the Aboriginal Heritage Information Management System (AHIMS) database shows that no Aboriginal sites have been recorded, and no Aboriginal places have been declared, within 50 metres of the site.

6.1 Earthworks

The shed is to be constructed on a slab; accordingly, minimal earthworks will be required flat site.

Flood planning

The site is not affected by the flood mapping in the LEP, based on the 2001 Flood Study.

6.2 Biodiversity protection

This clause applies to land that is identified as biodiversity land on the **Terrestrial Biodiversity Map**, however the site is not included on the relevant map.

6.4 Groundwater vulnerability

This clause applies to land that is identified as groundwater vulnerable on the **Groundwater Vulnerability Map**, the site is mapped as being affected, however minimal earthworks are to be undertaken and no adverse impact seen.

6.4 Riparian land and watercourses

This clause applies to land that is identified as a watercourse on the **Watercourses Map**, but the site is not mapped as being affected, and accordingly this clause is not applicable.

DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)



6.5 Salinity

This clause applies to land identified as dryland salinity on the **Natural Resources Land Map**, but the site is not mapped as being affected, and accordingly this clause is not applicable.

6.6 Highly erodible soils

This clause applies to land identified as high soil erodibility on the **Natural Resources Land Map**, but the site is not mapped as being affected, and accordingly this clause is not applicable.

6.7 Airspace operations

This clause applies to developments that penetrate the Limitation or Operations Surface of the Cootamundra Airport, which this development does not, and therefore this clause is not applicable.

6.8 Essential Services

This clause only applies to land that is zoned (a) Zone RU4 Primary Production Small Lots, and (b) Zone R5 Large Lot Residential, and therefore does not apply in this instance.

4.15(1)(a)(ii) The provisions of any draft environmental planning instrument:

State Environmental Planning Policies (SEPPs)

There are no draft SEPP's which relate to this development.

Local Environmental Plan (LEP)

There are no draft LEP's which apply to this land.

4.15(1)(a)(iii) The provisions of any development control plan:

The Cootamundra Development Control Plan (DCP) applies to the land, and the provisions are discussed as follows:

- **Chapter 1 – General information**
 - Section 1.7 - Notification of Development Applications: The provisions of the Community Participation Plan takes precedence over this section of the DCP (see comments above in Section 2.22)
 - + **Chapter 2 - Residential Development** – This chapter is applicable to this proposal and the relevant sections and variations are discussed below.
 - + **Chapter 3 - Business & Industrial Development** - Does not apply to this zone.
 - + **Chapter 4 – Subdivision** – The development is not a subdivision.

DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)*



- ✦ **Chapter 6 – Environmental Management** – Not applicable to this development as the site is not impacted by bushfire prone, is not flood prone nor potentially contaminated.
- ✦ **Chapter 7 – Heritage** – Not applicable as the site does not contain a heritage item and is not in the HCA.

2.2 Site Coverage and Floor Area Limitations

The proposed shed has a floor area of 42.7m², the floor area of existing garage is 63m². The area site is 674.4m² and the total garage size will be 105.7m². On an allotment of this size a 70m² garage (outbuilding) may be built. This proposal will result in an outbuilding of 105.7m² and therefore exceeds the maximum outbuilding size by 35.7m², 66% over the nominated size contained within the DCP.

Variation has been sought by the owners to construct the Garage 66% over the allowable size. The reason given as to why the DCP needs to be relaxed is the existing shed of 63m² is already over the allowed size of outbuildings, this is not the case as DCP maximum size for this lot is 70m².

Principal open space requirements are still being met, the site requires 10% open space, and the property will be left with 53% open space.

Based on the site, and the adjacent dwelling having no windows facing the proposal, or the new garage addition overshadowing the adjacent development. It is considered that the development will have limited impact on the neighbouring property, as seen below.



4.15(1)(a)(iia) Any planning agreement or draft planning agreement:

The developer has not entered into a planning agreement, nor has offered to enter into a draft planning agreement.

4.15(1)(a)(iv) Matters prescribed by the Regulations:

Council has considered the following matters as prescribed by Regulations:

Clause 92 (Additional matters for consideration): -

- ✦ the development application does not involve the demolition of a building,

DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)*



- ✦ the development is not for the carrying out of development on land that is subject to a subdivision order made under Schedule 7 to the Act,
- ✦ the development is not located within the local government area of Coonamble, City of Dubbo, Gilgandra or Warrumbungle (to which the Dark Sky Planning Guideline applies),
- ✦ the development does not pertain to a manor house or multi dwelling housing (terraces).

Clause 93 (Fire safety and other considerations)

- ✦ the development is not for a change of building use.

Clause 94 (Consent authority may require buildings to be upgraded)

- ✦ the development does not involve the rebuilding but does involve enlargement or extension of an existing building. However, there is no requirement or need for the building to be upgraded in accordance with this clause.

Clause 94A (Fire safety and other considerations - temporary structures)

- ✦ the development is not for a temporary structure.

Clause 288 (Special provision relating to Sydney Opera House)

- ✦ the development does not relate to the Sydney Opera House.

4.15(1)(b) The likely impacts of that development:

Context and Setting

As lodged the structure is not considered to be out of context with other developments. It is situated in a residential area, behind the building line and existing building and not visible from the street. Similarly, the proposal will not impact upon the privacy of adjoining residents and will not result in overshadowing.

Access, Transport and Traffic

It is considered that there will be no significant increase traffic as there is an existing dwelling onsite with street access. This proposal is ancillary to the existing development onsite and of itself will not generate any additional traffic. There is an existing vehicle crossover located in Poole Street to service the property, there is no need for this to be upgraded or for a new crossover to be installed.

Public Domain

It is considered that in the position as proposed the garage additions are considered not to have a negative impact on the area overall, public domain and pedestrian scale of the area.

Utilities

The proposal itself will not generate any additional need for utility connections or need for augmentation.

DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)*



Heritage

There are no identified heritage items within the vicinity nor is the site within a heritage conservation area. Accordingly, there is unlikely to be any impact on heritage as per section 5.10 above.

Other Land Resources

The development will not have any adverse effect on conserving and using valuable land resources such as productive agricultural land, mineral extractive resources or water supply catchments.

Water

Stormwater is proposed to be discharged to the existing stormwater street network. Water supply has been discussed above.

Soil

The site has not been identified as having highly erodible or saline soil. The issue of earthworks has been discussed above. It is not anticipated that the development will have any adverse impact on soil conservation in terms of - soil qualities or instability, management of soils, soil erosion and degradation, sedimentation and pollution of water bodies contamination, or acid sulphate soils. Suitable erosion and sedimentation controls will need to be put in place as part of the construction works should the proposal be approved.

Air and Microclimate

The development will have no effect on air quality and microclimatic conditions in terms of existing air quality or pollution.

Flora and Fauna

The development does not result in the removal of any trees or significant groundcover, and therefore, the development will not have any impact on critical habitats, threatened species or populations, ecological communities or any other protected species, or on native fauna or vegetation.

Waste

Construction waste will be conditioned accordingly should the proposal receive approval.

Energy

The proposal is not subject to the requirements of Section J, of the BCA, nor is it subject to the requirements of BASIX.

Noise and Vibration

Noise impacts from the proposal are not anticipated to be an issue. Conditions pertaining to noise during the construction phase will be conditioned, through hours of construction should the proposal be approved.

DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)



Natural Hazards

There is no evidence to indicate that there are any other risks to people, property or the biophysical environment from – geologic or soil instability, flooding, bushfire, slip or wind.

Technological hazards

There are no known risks to people, property or the biophysical environment from industrial and technological hazards, land contamination and remediation or building fire risk.

Safety, security and crime prevention

It is considered that the proposal will not impact upon the security and safety of adjoining properties, and the subject property, and will not encourage criminal activity.

Social Impacts in the Locality

It is not considered that the development will have a negative social impact in terms of the health and safety of the community, social cohesion, community structure, character, values or beliefs, social equity, socio-economic groups or the disadvantaged, and social displacement.

Economic Impact in the Locality

It is not considered that there will be any negative impact in economic terms.

Site Design and Internal Design

There are no dominant physical or environmental features of the site. The design of the garage additions is a standard kit design. The location on the site is considered appropriate given the current development in the vicinity and the impact on the visual amenity of the surrounding streetscape.

Construction Matters

Impacts from construction have been assessed above as part of this application, and conditions recommended in terms of hours of construction and sedimentation and erosion controls should the application receive approval.

Cumulative impacts

Nil adverse cumulative impacts have been identified.

.15(1)(c) - The suitability of the site for the development:

Does the proposal fit in the locality ?

The new garage additions are located in the rear yard and are not able to be seen from the street, shown in the picture below.

DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)



This is likely to have no negative effect on the street due to the garage additions being fully enclosed and being set behind existing garage. It is likely that due to this the new garage addition, as applied for, will have no negative overall effect on the neighbourhood visually in terms of bulk and also being inconsistent with other structures in the area.

Taking into consideration there is ample room behind the existing garage to position it, it is considered that setting of the garage addition will have little impact on site coverage. This would ensure that the proposal remains consistent, taking into consideration the property beside has no windows on this side and shading will be minimal.

Principal open space requirements are still being met, site requires 10% open space, and the property will be left with 53% open space.

Are the site attributes conducive to development ?

The site is not subject to natural hazards including flooding, subsidence, bushfire, slip or mass movement. The soil characteristics are appropriate for the development, and there are no critical habitats, or threatened species, populations, ecological communities or habitats on the site. The development will not prejudice future agricultural production and there are no known mineral or extractive resources on the site. This issue of potential site contamination has been discussed previously.

4.15(1)(d) - Any submissions made:

Nil submissions received.

4.15(1)(e) - The public interest:

The Riverina Murray Regional Plan 2036 has been developed to plan for future population's needs for housing, jobs, infrastructure and a healthy environment, in the Region. The development is not inconsistent with this Plan.

DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)



Staff are not aware of any other policy statements from either Federal or State Government that are relevant to this proposal, nor any planning studies or strategies. There is no management plan that is applicable to a development of this nature, and no codes or guidelines. The issue of easements has been discussed above.

Overall, the proposal would not contravene the public interest.

OTHER MATTERS:

Section 7.11 and 7.12 Contributions Policies:

Section 7.12(2) of the EPA Act, states that *"a consent authority cannot impose as a condition of the same development consent a condition under this section as well as a condition under section 7.11"*. Accordingly, Council can only require payment of either a 7.11 or 7.12 contributions.

Section 7.11 Contributions Plans

The only Section 7.11 plan in force is the "Development Generating Heavy Vehicle Usage of Local Road", which only applies in Gundagai, and therefore does not apply to this development.

Section 7.12 Contributions Plans

The Cootamundra-Gundagai Regional Council Section 7.12 Fixed Development Consent Levy Contributions Plan 2018, does not apply to this development as it does not meet the cost threshold.

Disclosure of political donations and gifts:

The application and notification process did not result in any disclosure of Political Donations and Gifts.

CONCLUSION:

All matters under the relevant legislation have been taken into consideration and it is considered that the proposed development is appropriate having regard to those matters, and that any impacts can be managed through appropriate conditions. The proposed new garage additions have been assessed as being compliant with the LEP however inconsistent with the Cootamundra DCP.

Due to other approved structures similar in the area, as currently applied for, the garage additions set behind existing garage is considered to be inconsistent with site coverage requirements for out buildings of the DCP.

However, based on the site and the adjacent property having no windows or the new garage addition overshadowing it the development will have no impact on the neighbouring property.

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*Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)*



Principal open space requirements are still being met, site requires 10% open space and the property will be left with 53%.

Overall if the garage addition will not be seen from the street and site coverage requirements are still being met, the overall impact has been considered and it is envisaged the garage additions will have no effect visually and considered negligible on the surrounding land and uses and therefore able to be approved.

RECOMMENDATION:

Determination:

That Council approve the following development, in a new location, being 6.64m from the front boundary line subject to the consent conditions below:

- + Application No.: DA2021/15
- + Property: Lot A, DP10039790
88 Mackay Street
COOTAMUNDRA NSW 2590
- + Development: To construct an addition to garage as ancillary to the existing dwelling

REASONS FOR RECOMMENDATION:

- Consistent with the existing R3 Medium Density Residential zone objectives,
- Setting the garage additions behind existing garage remain consistent with other approved structures in the area.
- Additions will still allow the site to comply with site coverage requirements for principal open space
- Setting the garage behind existing garage will not be out of place, or have a negative visual impact and overall not be detrimental or impact on the streetscape.
- In accordance with the provisions of the relevant environmental planning instrument and/or policy, the development application was notified and no comments were received,

Determination and Conditions:

Application Approved subject to the following conditions and reasons: -

GENERAL CONDITIONS

(1) GEN Condition - Compliance Standards

Any building and associated works shall comply with the statutory requirements of the Environmental Planning & Assessment Act, Local Government Act, 1993 and the Building Code of Australia (BCA).

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Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)



Reason: The legal obligations of the Council to administer the New South Wales building and planning laws in order to provide satisfactory standards of living and development.

(2) GEN Condition - Compliance with Council

The Development being completed in accordance with plans and specifications stamped by Council listed in the table below and the Statement of Environmental Effects, except where varied by conditions of this consent.

Document Reference	Description	Author	Date
Plan No. 1.1	All Development Plans	Simple Designs	April 2021
	Building Specifications	Simple Design	April 2021

Reason: To confirm the details of the application as submitted by the applicant and as approved by Council.

(3) GEN Condition - Utilities

Approval is given subject to the location of, protection of, and/or any necessary modifications to any existing public utilities situated within or adjacent to the subject property.

Reason: To ensure that any public utilities are maintained and protected from damage.

(4) Gen Condition – Not certify compliance with BCA or NCC

The issue of this Development Consent does not certify compliance with the relevant provisions of the Building Code of Australia or National Construction Code Series.

Reason: This consent does not certify compliance with the BCA or NCC.

PRIOR TO COMMENCEMENT OF WORKS

(1) PCW Condition – Prior to Building Work Commencing.

The erection of a building in accordance with the development consent must not commence until:

1. a construction Certificate for the building work has been issued by the consent authority, the council (if the council is not the consent authority) or an accredited certifier, and
2. the person having the benefit of the development consent has:
 - a. appointed a principal certifying authority for the building work, and

DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)*



- b. notified the principal certifying authority that the person will carry out the building work as an owner-builder, if that is the case, and
3. the principal certifying authority has, no later than 2 days before building works commences:
 - a. notified the consent authority and the council (if the council is not the consent authority) of his or her appointment, and
 - b. notified the person having the benefit of the development consent of any critical stage inspections and other inspections that are to be carried out in respect to the building work, and
4. the person having the benefit of the development consent, if not carrying out the work as an owner-builder, has,
 - a. appointed a principal contractor for the building work who must be the holder of a contractor licence if any residential work is involved, and
 - b. notified the principal certifying authority of any such appointment, and
 - c. unless that person is the principal contractor, notified the principal contractor of any critical stage inspection or other inspections that are to be carried out in respect of the building work.

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

(2) PCW Condition – Signage.

Site signage shall apply and must be erected on the site in a prominent, visible position for the duration of the construction. The signage must include: -

1. Statement that unauthorised entry to the site is not permitted
2. Show the name of the builder or another person responsible for the site and a telephone number at which the builder or other person can be contacted outside working hours
3. The name, address and telephone contact of the Principal Certifying Authority for the work

Any structures erected to meet the requirements of this condition must be removed when it is no longer required for the purpose for which it was erected.

Reason: *To meet the minimum requirements of the Environmental Planning & Assessment Regulation.*

(3) PCW Condition – Notice of Commencement.

Prior to work commencing a 'Notice of Commencement of Building Work and Appointment of Principal Certifying Authority' shall be submitted to Council at least 2 days prior to work commencing.

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Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)



Reason: To meet the minimum requirements of the Environmental Planning & Assessment Regulation.

(4) PCW Condition – Builders Toilets.

Provision being made for temporary WC accommodation on site prior to the commencement of excavation or other associated building works.

Reason: To ensure minimum standards of hygiene for onsite workers.

(5) PCW Condition – Residential Building Work.

Residential building work within the meaning of the *Home Building Act 1989* must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the following information

1. In the case of work for which a principal contractor is required to be appointed:
 - a. In the name and licence number of the principal contractor, and
 - b. The name of the insurer by which the work is insured under Part 6 of that Act.
2. In the case of work to be done by an owner-builder:
 - a. The name of the owner-builder and,
 - b. If the owner builder is required to hold an owner builder permit under the Act, the number of the owner-builder permits.

If arrangements for doing the residential building work are changed while the work is in progress so that the information notified under subclause (1) becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the updated information.

Reason: Statutory compliance.

(6) PCW Condition – Siting of Building.

The applicant is responsible to ensure that the building is sited on the allotment and constructed to the design levels approved by Council as specified on the approved site plan.

Reason: To ensure the development is carried out on the correct allotment.

(7) PCW Condition – Waste Storage During Construction.

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Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)



Provision shall be made on site for the proper storage and disposal of waste such that no builders' waste shall be left in the open. Specific attention should be given to items which are subject to relocation by the action of wind, e.g. Paper, sheets of iron, ridge capping, cement and lime bags and the like.

Reason: To ensure that the site is not a source of wind-blown litter.

(8) PCW Condition – Soil Erosion Control.

Site erosion control measures shall be incorporated into site management during construction. Seepage and surface water shall be collected and diverted clear of the building site by a drainage system. Care shall be taken to ensure that no nuisance is created to adjoining properties or public space by way of sediment run off.

Reason: To ensure that adequate measures are in place so that damage from sediment run off to adjoining sites and waterways is minimised.

(9) PCW Condition – Underground Services.

The applicant shall locate and identify all existing underground services prior to commencement of works and ensure there shall be no conflict between the proposed development and existing infrastructure including areas external to the development site where works are proposed.

Reason: To ensure the utility services are protected and satisfactory for the proposed development.

DURING CONSTRUCTION

(1) DUR Condition – Works to be undertaken in Accordance with the Approval.

All proposed works to be undertaken are to be carried out in accordance with the conditions of development consent, approved construction certificate drawings and specifications.

Reason: ensure all works are carried out in accordance with the development consent.

(2) DUR Condition – Hours of Construction Site Works.

Construction site works including the entering and leaving of vehicles is limited to the following hours, unless otherwise permitted by Council:

Monday to Saturday from 7.00am to 7.00pm
Sundays and public holidays from 9.00am to 12.00pm

The applicant is responsible to instruct and control subcontractors regarding hours of work.

DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)



Reason: So that the development does not reduce the amenity of the area.

(3) DUR Condition – Footpath Storage.

Building materials not to be stored on Council footway or nature strip at any time.

Reason: To ensure an adequate level of public safety is maintained.

(4) DUR Condition – Waste Removal.

All debris and any waste fill are to be removed from the site and disposed of at Cootamundra Garbage Depot, in the building refuse section of the garbage depot. Please note that a separate fee applies for disposal of waste at Council's waste depot. You should contact Council's Works Operations Manager for an estimate of costs in this regard.

Reason: To ensure that the amenity and unsightly condition is minimised.

(5) DUR Condition - Pipe Replacement.

Should the proposed building be located over existing vitrified clay sewer pipes then such pipes shall be reinstated in PVC material in the area under the proposed building.

Reason: To minimise the opportunity for damage to the building as a result of leaking sewage.

(6) DUR Condition - BCA Compliance.

All building work (other than work relating to the erection of a temporary building) must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant construction certificate was made).

Reason: To ensure the building complies with the BCA.

(7) DUR Condition – Inspections.

The Principal Certifying Authority is to be given a minimum of 48 hours' notice prior to any critical stage inspection or any other inspection nominated by the Principal Certifying Authority via the notice issued under Section 91A of the Environmental Planning and Assessment Act 1979.

All building work (other than work relating to the erection of a temporary building) must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant construction certificate was made).

Reason: To ensure that adequate time is given of required inspections.

DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)



(8) DUR Condition – Storm Water.

Storm water is to be discharged: -

1. To the roadside gutter, taken through the kerb and the kerb is to be made good or, alternatively, linked to existing storm water drainage which discharges at the roadside gutter

Reason: To ensure that roof water is disposed of without nuisance to neighbours, without overloading Council's laneways system and so as to minimise input to the ground water system.

POST CONSTRUCTION

(1) POC Condition – Occupation of Building.

A person must not commence occupation or use of the whole or any part of the buildings unless an occupation certificate has been issued by the appointed Principal Certifying Authority.

Reason: So that the development is substantially completed to a safe standard to allow use or occupation of said building.

ONGOING USE

(1) USE Condition – Business Use.

The Garage Addition not being let, adapted or used for separate occupation or commercial purposes.

Reason: Development consent is required for any activity other than residential.

(2) USE Condition – Clean and Tidy.

The premises are to be maintained in a clean and tidy condition at all times.

Reason: So that the development does not reduce the amenity of the area.

(3) USE Condition –Amenity General.

The development is to be conducted in a manner that will not interfere with the amenity of the locality by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, wastewater, waste products, grit, oil, by causing interference to television or radio reception or otherwise.

Reason: So that the development does not reduce the amenity of the area.

(4) USE Condition – Non-Habitable Use.

The garage is not to be used for residential occupation without prior consent of Council.

DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979
Section 4.15 (as amended)*



COOTAMUNDRA -
GUNDAGAI REGIONAL COUNCIL

Reason: Health and safety prohibition.

DEVELOPMENT ASSESSMENT SIGNING OFFICER:

David Crick
Building Surveyor

_____ Date

8.5 REGULATORY SERVICES

8.5.1 REGULATORY REPORT APRIL 2021

DOCUMENT NUMBER	348461
REPORTING OFFICER	Glen McAtear, Manager Regulatory Services
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.3 Cootamundra-Gundagai Regional Council is a premier local government Council
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 Regulatory Report for April, 2021 be received and noted.

Introduction

The following report details the main activities that were carried out by the Regulatory staff during April, 2021.

Biosecurity Activities

Council's Regulatory team conducted weed spraying in conjunction with the installation of drainage works in Cootamundra, along with Boxthorn control works. CGRC roadsides, town lanes and RMS roads were inspected and sprayed and concentrated spraying on Coolatai grass control. ANZAC Park in Gundagai, Coolac Sporting area and Councils Work depots and Gundagai Transfer Station were also sprayed. Officers also conducted Burra Crown Land inspections and collected photographs and evidence for a Crown Land Weed Identification project. Khaki weed is continued to be targeted in the townships. Targeted weeds this month included Burra Tussock and a new plant incursion of Spiky Ball Cotton plant. DrumMUSTER collections continued to be received throughout the month. The Biosecurity Officers also attended a Council Weed Workshop with the Department Primary Industries and Local Land Services.

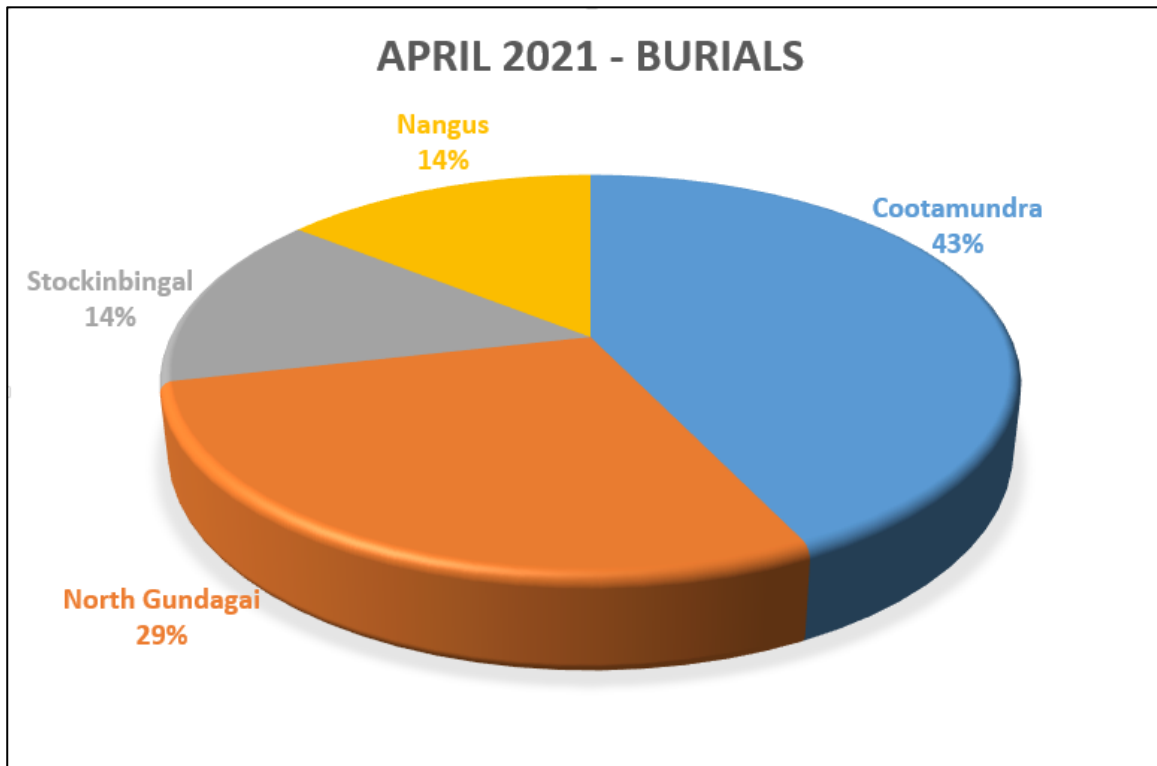
Cemetery Activities

Burial enquiries - Locate grave, provide maps and information for family research: 58

All Cemeteries mowed, weeds sprayed, trees watered and plants pruned and sprayed. General grave maintenance including backfilling feral animal holes, topping up graves and irrigation repairs. Cemetery Attendant also assisted with Stockinbingal and Wallendbeen Village Hall mowing. Attendants upgraded headstone plinths in the Lawn Portion of the Wallendbeen and Stockinbingal Cemeteries.

Burial/Interments: 7

Cemetery Locations: Cootamundra 3, Gundagai North 2, Nangus 1, Stockinbingal 1



Ranger Activities

Rangers have undertaken follow ups compliance checks on Menacing Dogs.

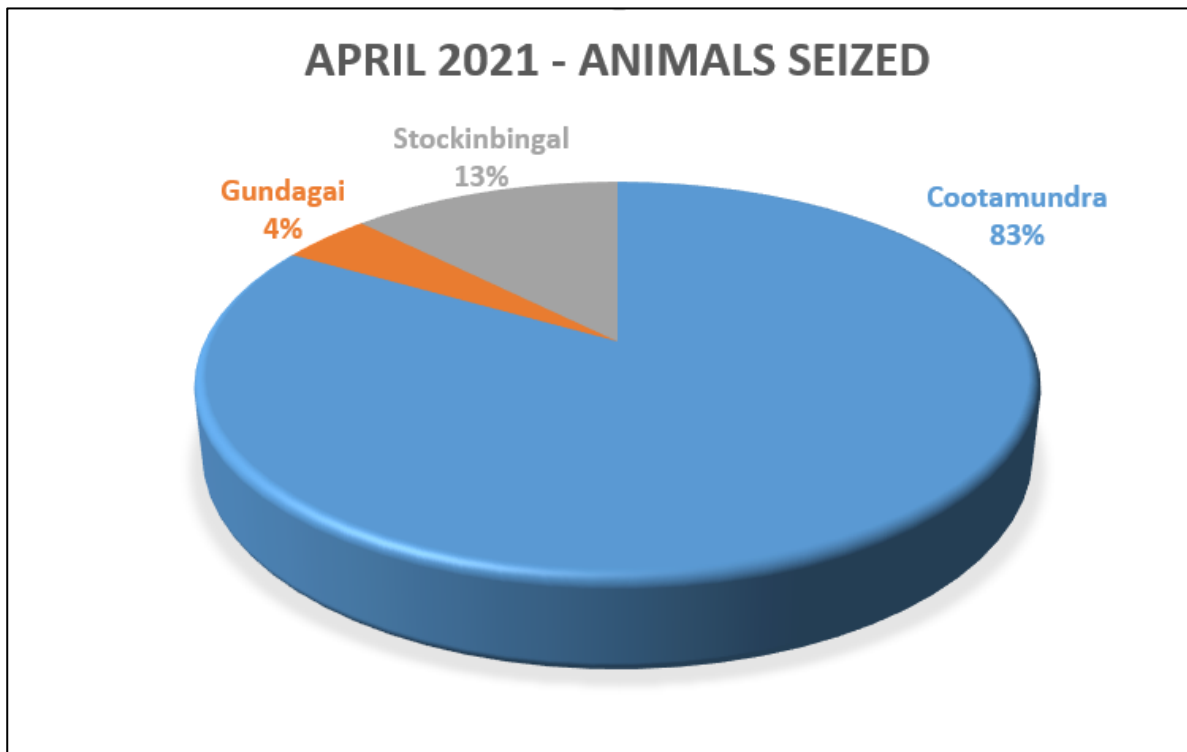
Rangers have been continuing with the Companion Animal Audit to assist with responsible pet ownership, explaining the two step process of Microchipping and Lifetime Registration. 50 further follow up letters were sent during April requesting owners update their animal information and pay the Lifetime Registration for their animals.

The Animal Care Facility was mowed, whipper snipped and maintained, along with baiting for mice and rats.

The Rangers attended to several complaints, 8 Nuisance Dog issues, 2 Nuisance Dog declarations, 8 illegally parked unregistered motor vehicles and 2 illegal dumping incidents and clean up. 1 Penalty Infringement Notice was issued.

Dog Waste Stations were refilled with bags in all parks and further Waste Stations were installed around the Cootamundra Showground Facility. The Rangers Microchipped and Registered several working dogs from the Local Government Area and Drone flights were carried out to assist with Asset capture.

NSW Companion Animal Registrations: 49, amount received for April, 2021: \$3,418.00
Dog Attack Incidents across the LGA: 0 - Dogs and Cats Seized across the LGA: 24 -
Seizure Locations: Cootamundra 20, Stockinbingal 3 and Gundagai 1



Saleyard Activities

Sheep Sales held – Cootamundra: 2 - Yarding information: Total sheep sold: 3053 head.

Total amount of sales - \$572,877.00 Top price: \$253.20, Average Price: \$187.64

Cootamundra yards were cleaned and maintained with minor gate repairs and weed spraying of yards and grounds. Gundagai yards had trough repairs undertaken. Cootamundra Truck wash maintenance with tank flushing and manure removal from pit. Positive report was received from Re-use service system on Truck Wash. Cootamundra Sheep sale days the Canteen has been operating well with an increase in patronage for Can Assist.

Cattle Sales – Gundagai: 0

Truck wash Registered Users: Cootamundra Saleyards: 41 - Amount received \$2,932.32

Gundagai Saleyards: 37 - Amount received \$2,634.26

Transit Fees Received Cootamundra Yards: 0. Gundagai Yards: 0

8.6 ASSETS

Nil

8.7 CIVIL WORKS

8.7.1 TENDER - WINNING, BLASTING AND CRUSHING OF GRAVEL

DOCUMENT NUMBER	349038
REPORTING OFFICER	Catherine Smith, Procurement Officer
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.1 Decision-making is based on collaborative, transparent and accountable leadership</p>
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

1. Pursuant to Clause 178 of the Local Government (General) Regulation, 2005 it be noted that two (2) tenders to form a Panel Contract for the Winning, Blasting and Crushing of Gravel were received, of which only one (1) was complying.
2. Due to the number of pits to be serviced under this contract, and in accordance with Clause 178(1)(b) of the Local Government (General) Regulation 2005, Council decline to accept any of the tenders.
3. In view of (1) and (2) above, in accordance with Clause 178(3)(b) and Clause 167 of the Local Government (General) Regulation, 2005, Council invite fresh tenders with a view to enter into the panel contract referred to in (1) above.
4. That both Tenderers, be advised of the above.

Introduction

Tenders were called on 6th April, 2021 to form a panel contract for the Winning, Blasting and Crushing of Gravel across Councils fourteen (14) pits for a period of three (3) years with an additional two (2) year option at Councils discretion. Tenders closed 28th April, 2021 with two (2) tenders received.

Discussion

As is standard practice with all tenders, an initial check was undertaken to ensure the tenders submitted complied with the requirements of the tender. There was only one complying tender.

In view of the number of pits to be serviced, the tender evaluation team members recommend that in accordance with Clause 178(1)(b) of the Local Government (General) Regulation 2005, Council decline to accept any of the tenders. It is further recommended that in accordance with Clause 178(3)(b), and Clause 167, that fresh tenders are invited with a view to form a panel contract with a number of suitably qualified contractors.

8.7.2 CIVIL WORKS AND TECHNICAL SERVICES REPORT - MAY 2021

DOCUMENT NUMBER	349268
REPORTING OFFICER	Julie Buckley, Operations Support Officer
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	3. Sustainable natural and built environments: we connect with the places and spaces around us 3.2 Our built environments support and enhance liveability
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 Civil Works and Technical Services Report for the month of May, 2021 be received.

Introduction

This report provides a detailed update of the Civil Works and Technical Services Department's works undertaken for the month of May, 2021 and is prepared for the information of Council and the community.

Discussion*Fixing Local Roads Projects*

Work on Mackay Street Cootamundra has seen the new culverts installed across the Poole Street intersection. Relocation of Telstra and gas services are now expected to be completed by the end of May, which will allow some of the replacement kerb and gutter to be commenced weather permitting.

Works have been completed on the Adjungbilly Road, Adjungbilly widening and realignment project with pavement works finalised and primer seal applied. Temporary pavement markers will be installed to assist with delineation prior to the final seal coat being applied in summertime.

Work is set to commence on the Old Gundagai Road, Cootamundra project, (Western Cullinga area). This project involves earthworks to improve the pavement geometry and then pavement stabilisation and gravel overlay. This project is located north of Ryans Lane and is a continuation of the previous project from last year.

Timber Haulage Projects

Works have been completed on Nanangroe Road, Adjungbilly with drains cleared and shoulder preparation completed. This work will resume when weather conditions are more suitable in spring time.

Work is ongoing on Adjungbilly Road, Adjungbilly with tree clearing, drain cleaning and batter works underway in the Grahams Road, Adjungbilly area.

Works

Works have been completed on pavement patching on Yass Road, Cootamundra near the South West Fuel Depot. Several pavement failures had developed which needed to be repaired. This work was undertaken as part of the Roads Maintenance Council Contract.

Kerb and Gutter replacement is underway on West Street between Sheridan and Punch Streets, Gundagai.

Work has commenced on a bypass around the Willows Bridge on Rosehill Road Cootamundra. Works will be undertaken shortly on the replacement of the old bridge structure with new box culverts, which will improve the flow of storm water through this area after heavy rainfall. This project is funded through the NSW Local Roads and Community Infrastructure Program and some of the approved funding from the 2019 Natural Disaster funds which partially damaged the structure.

Works are underway on Muttama Road near the Brawlin Road, Brawlin. An 800m section is being rehabilitated which involves pavement stabilisation of the existing pavement followed by 200mm thick overlay of road base and then bitumen seal. This work is the determined REPAIR project for 2020/21 under the Regional Road Block grant funds. Pavement designs on Muttama Road are now indicating that up to 550mm of pavement is required to cater for the traffic volumes and loadings for now and into the future.

Street sweeping around the Cootamundra Township is at full peak now with the falling leaves requiring clean up. The street sweeper has also been working in Gundagai on several town streets.

Regular road maintenance on bitumen shire roads has also been completed during the last month. Patching along new kerb has been completed in Adams, Hay, Merle and O'Donnell Streets, Cootamundra.

Maintenance grading has been completed on Hopewood Road, Gobarralong and crews are continuing on Bundarbo Road, Gobarralong. Edge repair works and table drain maintenance are underway on Gobarralong Road between Darbalara and Hopewood Roads, Gobarralong.

Drainage works have been completed along various rural roads and in the Cootamundra Showgrounds.

Bitumen patching is ongoing around the entire Local Government Area on an as needed basis. Council's reseal program is nearing completion with line marking to immediately follow.

Wallendbeen Bridge - Burley Griffin Way. At the time of writing this report, no further decision has been made on the replacement of the bridge and detour routes. Contact is occurring on a regular basis between Council and representatives of Transport for NSW seeking updates as well as reporting any current issues with the increased traffic movements on local roads.

8.8 TECHNICAL SERVICES

Nil

8.9 FACILITIES

Nil

8.10 WASTE, PARKS AND RECREATION

8.10.1 JUBILEE PARK LANDSCAPE DEVELOPMENT MASTERPLAN

DOCUMENT NUMBER	345469
REPORTING OFFICER	Wayne Bennett, Manager Waste, Parks and Recreation Services
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	3. Sustainable natural and built environments: we connect with the places and spaces around us 3.2 Our built environments support and enhance liveability
FINANCIAL IMPLICATIONS	There is currently a \$2M grant approved for the Jubilee Park development.
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. Jubilee Park Design Report dated 19th February, 2021 - Part 1 ↓ 2. Jubilee Park Design Report - Part 2 ↓ 3. Jubilee Park Design Report - Part3 ↓ 4. Jubilee Park Design Report - Part 4 ↓ 5. NSW Public Spaces Legacy Program Funding Agreement Cover Letter - Cootamundra Gundagai Regional Council dated 6th May, 2021 ↓

RECOMMENDATION

1. The report on the Jubilee Park Landscape Development Masterplan and the NSW Public Spaces Legacy Program Funding Agreement cover Letter – Cootamundra-Gundagai Regional Council, attached to the report, be received and noted.
2. The Jubilee Park Landscape Development Masterplan Report be adopted.
3. The successful grant from the Department of Planning Industry & Environment - NSW Public Spaces Legacy Program - for the sum of \$2Million be accepted in accordance with the Terms and Conditions of the Funding Deed.
4. The sum of \$2Million be allocated for the purpose of implementing the Jubilee Park Landscape Development Masterplan.

Introduction

This report on the Jubilee Park Landscape Masterplan is to formalise the final design submitted by sala4D dated 19th February, 2021.

Discussion

At its Ordinary Meeting held 27th August 2019 Council resolved (Min. no. 300/2019):

1. The Manager Waste, Parks and Recreation Services prepare a report on the ongoing management, development, and maintenance of the 'Captains' Walk' and Jubilee Park.
2. Council allocated \$40,000 from its General Fund for the sculpture and installation of three Australian Cricket Captain Sculptures.

At its Ordinary Meeting held 25th February 2020 Council resolved (Min. no. 071/2020):

1. The expressions of interest received relating the development of a landscape concept plan for Jubilee Park and Captains Walk (circulated under confidential cover) be received and noted.
2. The submission from sala4D be accepted.
3. Council allocates \$40,000 available within the Stronger Community Fund for the purpose of developing the Jubilee Park and Captains Walk Landscape Concept Plan.

The purpose of developing the Jubilee Park Landscape Masterplan is to ensure that any proposed development of Jubilee Park be managed in accordance with a plan that has incorporated community submissions and consultation and has been approved by Council. This will stop the ill-considered approach to the park's development that has been undertaken in the past.

Having an adopted Masterplan for Jubilee Park will enable Council to apply for future funding if required and when opportunities arise.

The design has been established on a staged development platform enabling the development to be carried out over time in an organised and programmed works schedule.

As stated above, the Jubilee Park Landscape Masterplan as presented was funded by Council. The implementation of the Masterplan is being funded through the NSW Public Spaces Legacy Program. The Public Spaces Legacy Program funding became available due to Building, Development and Compliance staff setting and achieving targets as agreed by the NSW Department of Planning Industry and Environment (DPIE). The amount of funding under the Public Spaces Legacy Program is \$2million.

The process of applying for the grant money to fund this project does have a somewhat convoluted history. The guidelines for the NSW Public Spaces Legacy Program indicated that the program was designed to support the design and delivery of open spaces and parklands, trails and strategic open space linkages contributing to corridors identified in Regional Plans or endorsed Local Strategic Planning Statements, improve connections between public space, promote walkability and greater accessibility and heritage works associated with any of the aforementioned. Nominated projects should align with Local Strategic Planning Statements or other strategic documents, such as open space strategies. Areas of district or regional importance, that create a broad range of community benefits including environmental outcomes and increase community access to public and open space would be considered favourably.

As Councillors have previously indicated it is preferable to see projects finalised rather than taking on new projects whilst others remain unfinished. Where funds are available to complete projects these should be given a higher priority. With this in mind, together with the program assessment criteria, the Ampol Site in Cootamundra was put forward as the preferred site for funding under this project as it had been identified as needing work, is of regional significance, has a partially complete project (Heritage Near Me), will provide improved environmental outcomes, is identified in Council's Local Strategic Planning Statement, open the area to the public and is of heritage significance. It was proposed to create and implement a masterplan for the site and provide connectivity from Pioneer Park through to the footpath network at the eastern end of Cootamundra. This proposal

had been discussed with staff of Department Planning Industry and Environment (DPIE) and indications were that the funding criteria had been met and that the proposal was worthwhile.

Nonetheless, notification from DPIE at 4:36pm on 31st March, 2021 advised that the Ampol Site was not approved and Council was to submit an amended proposal by 12 noon on 1st April, 2021. An email was sent to the General Manager and Manager Waste, Parks and Recreation advising of this development and, as the project masterplan for Jubilee Park was complete and that project ready to go, this project was put forward as an alternate project.

The final Jubilee Park Landscape Masterplan Design Report and correspondence from the NSW DPIE Executive Director, Infrastructure and Place, advising Council of its success in obtaining the \$2M grant for the full implementation of the Jubilee Park Landscape Masterplan are attached.

Cootamundra Gundagai Shire Council
Jubilee Park Landscape Masterplan
Design Report



sala4D

Final Issue 19/02/2021

SALA4D

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<u>Document issue:</u>	<u>Revision:</u>	<u>Date:</u>	<u>Review Sign-off:</u>
Draft Community Consultation Summary Report	-	02.11.20	SAIford
Design Report	-	19.02.21	SAIford

COOTAMUNDRA GUNDAGAI REGIONAL COUNCIL

FEBRUARY 2021 PAGE 2

SALA4D

Thanks to all the following community members who generously gave their time.

Kim Seidel	Graham Johnson
Mary Last	Diane Pearton
Michelle Baldry	Julie Cowell
Peter Beath	Belinda Scott
Judy Emery	Stevie Fuller
Jane Storey	Chris Fisher
Michael Storey	Anne Fisher
Paul Braybrooks	Joan Jenkins
Judy Braybrooks	
Barbara Beveridge	
Georgie Visser	
Keith Lang	
Nina Piotrowicz	
Lindsey Baber	
Leigh Bowden	
Lyn Spain	
Yvonne Forsyth	
Sarah Last	
Rosemary Fowler-Sullivan	Apologies if there are any
George Sullivan	missed attendees or incorrect
	name spellings.

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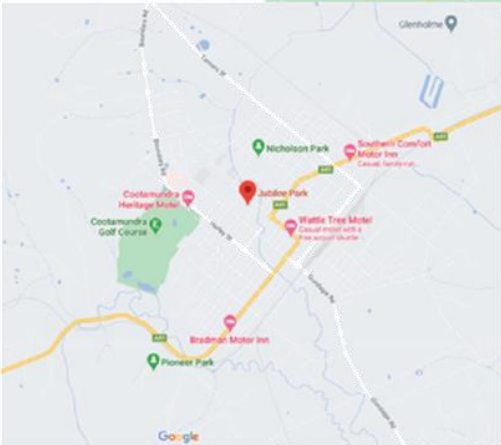


Jubilee Park, Cootamundra.



Cootamundra Location in relation to Sydney, NSW

Google Maps extract 2021. Not to scale.



Cootamundra Town Plan, NSW

Google Maps extract 2021. Not to scale.

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Executive Summary

Cootamundra-Gundagai Regional Council is pleased to present the Jubilee Park Landscape Masterplan to its community. This plan will guide the management and development of the park over the next 5 years.

Landscape Architects, sala4D worked with the community of Cootamundra through a values led consultation process, to develop the concept for the plan, with this final masterplan and schedule of works the refined result.

The community highly values the natural vegetation of Jubilee Park and want to see it enhanced, to encourage a greater diversity of birdlife in the park. They enjoy being able to use the park for formal and informal events and recognise that improvements are required to best facilitate those activities. They would also like to see how the park could be enhanced to attract visitors to town.

The values expressed by the community led to a number of 'guiding principles of design' for the Masterplan, they are:

- **PARTICIPATE:** Provide a park for events and activities
- **LEARN:** Provide opportunity for people to learn about Australian native plants and birds
- **PATHS:** Provide a complete path network that caters to all
- **RIVER RED GUM:** Enhance and celebrate the

River Red Gum trees

- **NATIVE:** Use Australian native plants
- **CONTEMPORARY:** Use contemporary signage, furniture and lighting
- **SHADE:** Maintain shady areas under tall trees for walking and playing
- **HERITAGE:** Use signage to interpret Aboriginal and site heritage
- **AMENITY:** More furniture and picnic amenity

The concept that was developed for the Masterplan is 'Water for the Birds'; with a main feature being a 'wet garden' to grow bog plants, within an area with multiple bird baths and fog fountains, to attract more diverse bird life.

Key projects include:

- Wet Garden and bird baths
- Central formal spine path and fountain
- Native shrub planting
- Perimeter walking paths
- Formalised park edges and main entrance

This report details the consultation and design process for the Masterplan, detailing the design, the component projects and their prioritisation.

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Contents

- 1.0 Masterplan Purpose
- 2.0 Design Foundation
 - 2.1 Community Consultation Process
 - 2.2 Community Design Values
 - 2.2.1 Conceptual Values
 - 2.2.2 Image Values
 - 2.2.3 SWOT Analysis
 - 2.2.4 Survey Results and Analysis
- 3.0 Principles for Design
 - 3.1 The Brief
 - 3.2 Guiding Principles for Design
- 4.0 The Masterplan
- 5.0 Project List
- 6.0 Appendix

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1.0 Masterplan Purpose

The Jubilee Park Landscape Masterplan (the Masterplan) is the guiding plan for investment by Council over the next 5 years, to cater for the existing and future needs of the community. The Masterplan is a synthesis of the existing park context, community consultation, Council's planning direction for the good of Cootamundra and best practice design.

The Masterplan development process has delivered a prioritised schedule of projects that Council will use for scheduling works. This document details the process undertaken in developing the schedule of projects, providing clarity to residents and Council staff in their joint participation in delivery.

The first step is to identify the Values of the community and, from that, determine what the Guiding Principles for Design will be. This allows future potential projects to be tested for appropriateness and potentially added to the schedule of projects at a later date.

2.0 Design Foundation

2.1 Community Consultation Process

Community consultation is the first step in the design process, used to elicit the needs and aspirations of the people that will use Jubilee Park for years to come; the values described by the community become the guiding principles for the design.

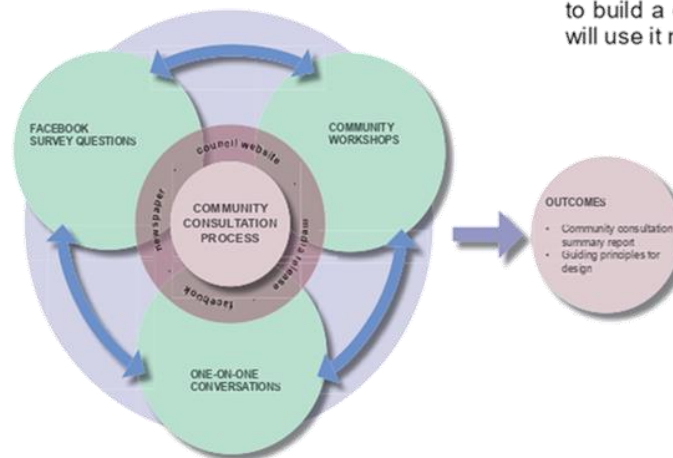
Cootamundra Gundagai Regional Council is particularly aware of the importance of community consultation in ensuring a project responds effectively to community needs and will therefore have enduring acceptance and value for the region.

To prepare for the community consultation, sala4D was asked to provide their consultation methodology to Council. The strategy was approved for delivery in June 2020.

The sala4D team conducted two community workshops on Wednesday 24 June at 4pm and 7pm in the Alby Schultz Meeting Centre.

In the recognition that workshops only capture a small section of the community, sala4D also partnered with Council to deliver Facebook survey questions. Both Council and sala4D also received follow-up emails and phonecalls to make comment about the park.

Notes from all elements of the consultation are detailed in the following section, including a range of exercises that are designed to understand the community at a deeper level. The information gathered through this process is critical in the development of the design for Jubilee Park, as it gives the design team a sound background on which to build a design that works for the community that will use it most.



Community consultation process.

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2.2 Community Design Values

2.2.1 Conceptual Values

To start the workshops sala4D uses a warm-up exercise to remind participants of the value of planning for the whole community and how most people have very similar needs. The answers to the three questions asked at each workshop are listed in the table on the following page.

The three questions were:

- Write down a fond memory of where you grew up?
- When do you feel part of your community?
- If you could do one thing for your community, what would it be?

In their response to the question about a fond childhood memory; workshop participants overwhelmingly mentioned outdoor activities, with particular reference to playing in the Australian native landscape; this is an important recognition of the **value of public open space and the amenity it provides**.

Participants also highly valued **connection and interaction with their community**; which is a key value showing the types of activities and spaces that should be provided in the Masterplan.

Finally, participants expressed a desire to **see the town prosper through local business and tourism and to be involved in environmental improvement projects**; also helpful values to guide the design process.

These results reinforce the importance of community and that the public open space should support this

value through better amenity and environmental improvements.

2.2.2 Image Values

sala4D then moved to an image page exercise designed to uncover subconscious preferences, free from the burden of vocabulary. The image page exercise results are shown on the next few pages and revealed the following ideals from participants:

- Activity (what you can do): a desire to
 - Participate in park events and activities
 - Appreciate Australian native plants and birds
 - Utilise well defined paths of travel
- Design and Aesthetic (what it looks like): a desire for
 - The natural environment and River Red Gum trees
 - Native vegetation
 - Contemporary signage, furniture and lighting
- Amenity (what it provides): a desire for
 - Maintain the open areas under tall trees for walking and playing
 - Use signage to interpret Aboriginal and site heritage
 - More furniture and picnic amenity



Community consultation workshop.

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CONCEPTUAL VALUES

Fond memory of where you grew up?

- OUTDOOR ACTIVITIES AND SETTING**
- Walking amongst nature
 - Open spaces & native vegetation, lots to do
 - Playing with friends & cousins in the park
 - Playground near the beach
 - The beach
 - Walking to school past Jubilee Park and sitting on the bank of the stock dam
 - The sea
 - The ocean
 - Picnicking at the beach
 - Living on the Murrumbidgee River at Hay
 - Growing up in Cootamundra in a family of 9 children, happy family memories and sharing
 - Murrumbidgee River with beautiful large River Gums
 - The bush - Royal National Park
 - Lying in the sun on Elephant Rock, a huge natural bushland rock
 - Small country town: freedom to play & swim in the creeks & river
 - Fishing
 - Cootamundra - in & out of town
 - Being in nature, enjoying & learning about natural environs
 - Close to the edge of rural town with the bush close by to explore & wander around
 - Riding my bike to & from school, to the shops & pool
 - Riding an old trike in Nan's driveway
 - Following the ant trail back to Jubilee Park
 - Spending time along Lake Burley Griffin, Black Mountain Peninsula
 - Growing up in Cootamundra, going to school, making friends, belonging to a pioneering family
 - Riding a bike up & down the wall of Jubilee Park stock dam
 - A free & easy life

When do you feel part of your community?

- CONNECTION AND INTERACTION**
- When locals all gather together at public events
 - Always
 - Participating with friends & interested citizens
 - When there is a feeling vibrancy & activity to engage
 - When the community gathers i.e. Carols in the Park (Jubilee Park)
 - From 5 years old!
 - Collectively share experiences & have opportunity for connections be it small or large
 - By belonging to community group i.e. local squash club & Muttama Creek Regeneration Group
 - When friendly people you meet up town smile & know your name
 - All the time - shopping, at functions etc
 - Working bees for Muttama Creek Regeneration Group
 - Mixing with friends & being a member of clubs or organisations that help those in need
 - Being involved in various organisations
 - I don't really feel part of this community
 - Events that bring people in the community together, especially where multi-generational are attracted & catered for
 - Walk around town & parks and make you smile, especially when facilities are utilised
 - All the time; shopping, playing cards at the Arts Centre, walking & talking
 - Participating in events, call outs with the local RFS
 - Sport, artistic & cultural events
 - When you use facilities, meet friends, feel comfortable & safe when out & about
 - When physically participating i.e. the markets

If you could do one thing for your community, what would it be?

- TOWN PROSPERITY & ENVIRONMENTAL IMPROVEMENTS**
- Remember, and tell the truths of the Aboriginal heritage here
 - Open eyes to history, culture & language of the Wiradjuri people, the Gudhamungdhuray people
 - Keep it safe from mis-use
 - Speak up about issues that affect the community as a whole & not keep opinions to self
 - For everyone to have enough money & not to have to be worried about their bills etc
 - Improve the employment & tourism prospects for the town
 - Help people realise how good our town is & what it offers
 - Whatever it takes to help community sense to flourish - be involved
 - Reverse the decline of the town & community over the past 10 years
 - Improve the lives of the most vulnerable
 - Ensure anyone who needs helps receives it
 - Plant plant plant
 - Reduce the rates
 - Help clean up Muttama Creek to be a beautiful showpiece for our town
 - Improve the creek-drain of Cootamundra so it can be an attractive feature in the town
 - Preserve our natural environs as much as possible
 - Extend the natural environment from where it presently exists & create more of these
 - Preserve our parks
 - Stop processing plastics
 - Be part of activities that bring vibrancy i.e. event planning, contributing to development reviews etc
 - Find a cure for Covid-19
 - Clean out Muttama Creek
 - Create more employment
 - Save local businesses from closure & offer more to keep younger families here in Cootamundra

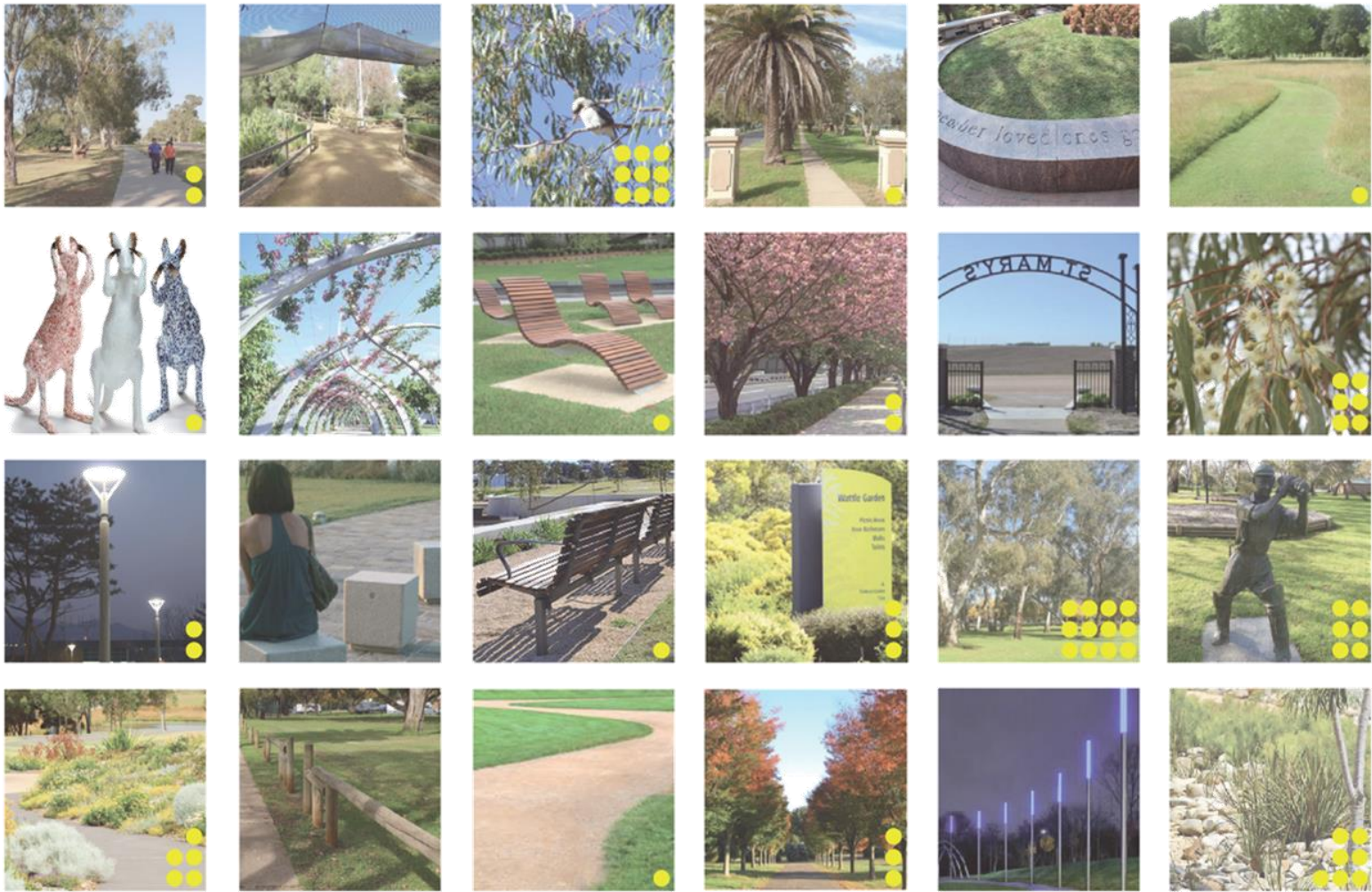
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Jubilee Park Landscape Masterplan - Community Consultation

Activity - what you can do

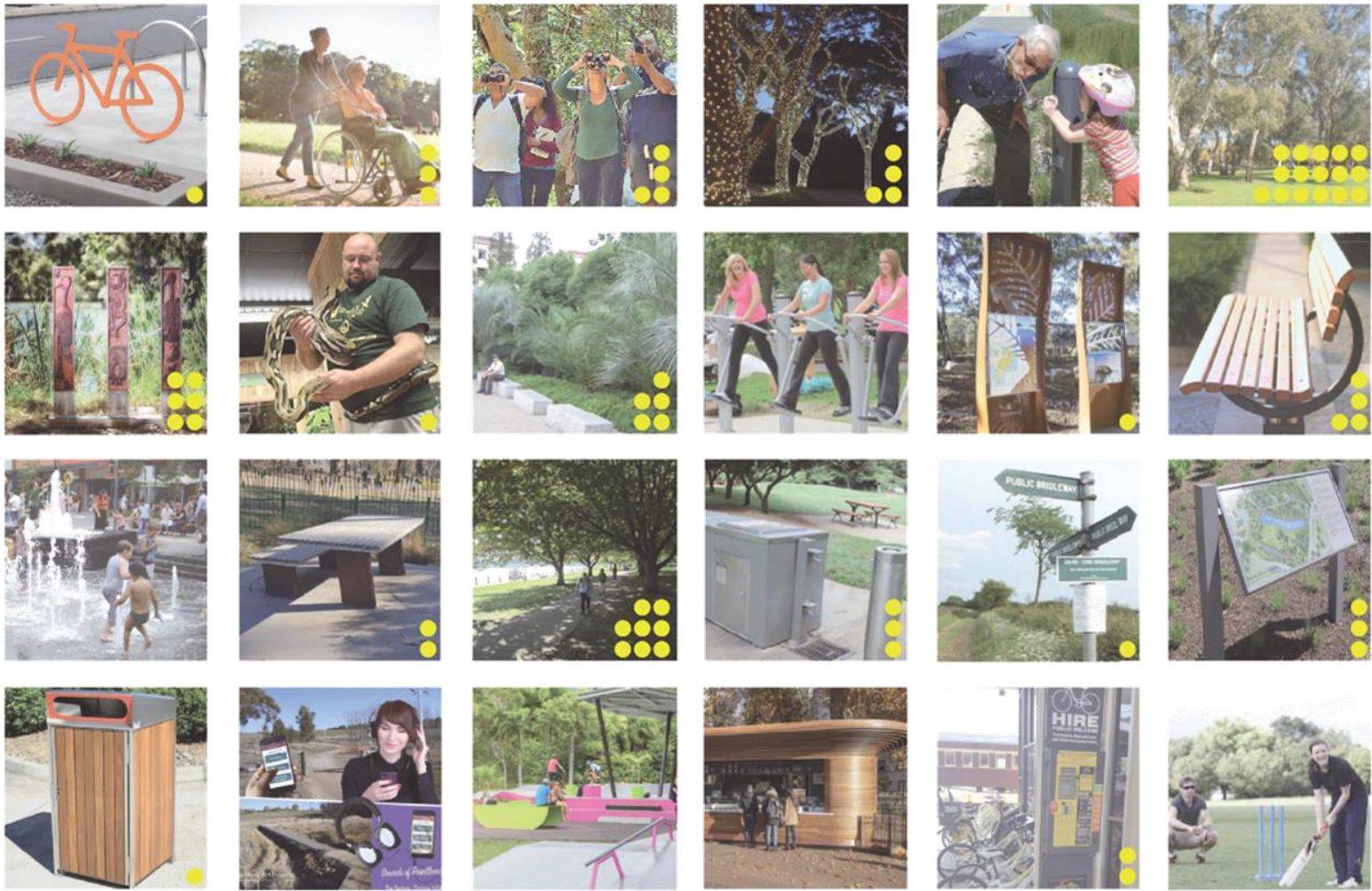
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**Design and Aesthetic-
what it looks like**

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**Amenity -
what it provides**

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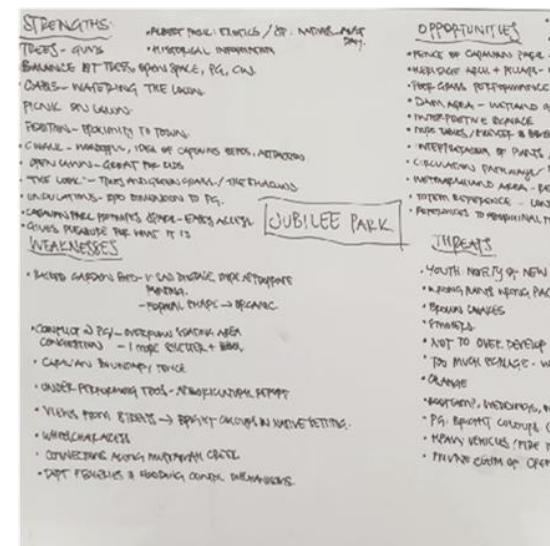
2.2.3 SWOT Analysis

The final exercise in each workshop was a site analysis SWOT exercise with the workshop participants identifying strengths, weaknesses, opportunities and threats for the Park. These findings are included in the SWOT Analysis plan on the following page.

The main results from the consultation SWOT analysis, combined with on-site analysis and comments from various stakeholders are:

- The Gum Trees are one of the parks greatest assets and create an iconic bird attracting setting
- Create diverse native planting areas through enhancing the raised garden beds
- The Captains Walk needs extending for the future, it's a great asset for the park and town
- The playground is very popular and needs to offer more informal seating opportunities
- Alignment of Muttuma Creek through the park and stock dam means the site has strong references to water and wetlands
- Needs to be a balance between maintaining open space, the trees and facilities such as the playground, Captains Walk etc
- The story of the park and Wiradjuri should be told through interpretive signage
- The park and its look gives pleasure for what it is: trees, green grass and shadows
- Succession planting with underperforming trees removed

- Boundary to caravan park could be screened with better linkages to the park
- Don't over develop the park, change is one of its biggest threats
- Better path networks provides diversity of use
- Linkages and connections to the town centre and Mutumma Creek should be enhanced



SWOT Analysis notes taken during consultation workshop.

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WALLEDOON STREET ENTRANCE & PUBLIC TOILETS

- Wheelchair access from the playground to the toilet needs to be considered with an accessible path
- Need for better pathway circulation
- Wooden nudge rail to Walldoon Street is to be removed which will enhance the park entrance

CAPTAINS WALK AND SURROUNDS

- Very popular, a great walk & attraction with an accessible good walking path & it's up to date
- The walking path needs extending for the future with the need for 5 more plinths
- Opportunities to connect to Bradman Cottage
- Raised Camellia beds could be replaced with more appropriate planting i.e. Correa or other lower stoney groundcovers which attract birds. Timber edge is good for seating
- Aust. Native Plant Society garden beds are run down, a disgrace and need to be filled with more shade tolerant native plants which cascade over the walls making the shapes more organic

PLAYGROUND & BBQ AREA

- More informal seating needed i.e. lawn mounding, cut logs or boulders, platform benches etc
- Love the lawn undulations especially for lounging
- Dandenong Nature Play with River Red Gum stumps for seating/ nature play
- Conflict at playground as congested, needs another shelter & BBQ
- New playground has attracted youth & undesirable behaviour including smashing bottles & vandalism at night
- New 24 hour light has created glare issues and encourages night time activity in the area
- Provide a youth shelter/ activities
- Power needed for events/ bands including: Wattle Fair, teen plug-in shelters/ ports etc

OLNEY STREET EDGE

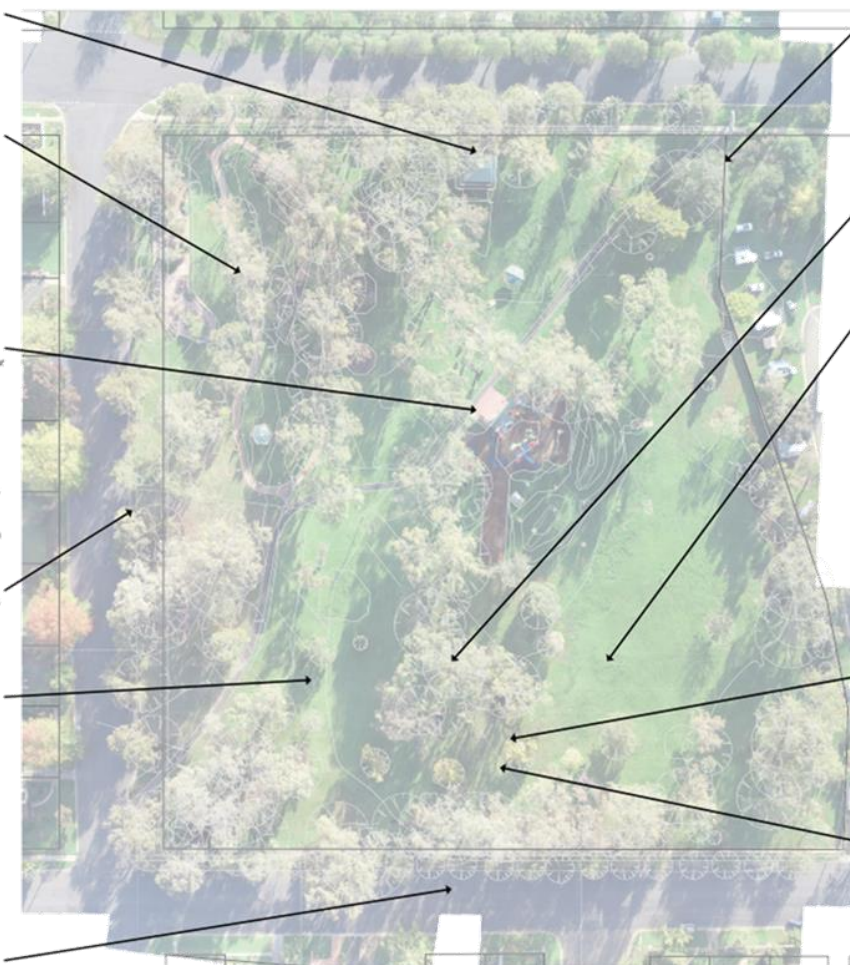
- Screen views to play equipment from houses as the colours are very bright within a native setting (children verse adult visual experience)

THE PARK IN GENERAL

- Australia Day celebrations & Christmas carols are very special in this setting
- Plant native trees only
- Plants need to be tolerant of shade & shale soil types; the site has good drainage
- It's a balance between trees, open space, playground, Captains Walk; a balance between features & open setting
- Where is the Cootamundra Wattle represented in the park?
- Need to rationalise paths
- Plant native, bird attracting plants
- Under performing trees to be removed with appropriate Aboriginicultural Report carried out
- Don't over-develop the park
- Boot camps, weddings, naming ceremonies etc that are held in the park result in loss of public access and amenity
- Negative behaviour influences the use of the park & cost to maintain

MACKAY STREET EDGE

- Vehicular management with mounds & planting
- Kerb & gutter assist in managing this issue



CARAVAN PARK BOUNDARY

- Close proximity & connections to town and Mutuma Creek need to be promoted & enhanced
- Access & linkage opportunities between the caravan park & park
- Caravan park promotes the park as it's easy access
- Boundary fence is unsightly and could be screened using natives of loose structure
- Wire fencing to bridge poor quality and needs to be fixed
- Morgan memorial gates and arch needs more historical explanation

MATURE STANDS OF RIVER RED GUMS

- Strength of the park are it's Gum trees
- Natural beauty & structure
- Intact habitat
- The look of the park: the trees, green grass & the shadows

OPEN LAWNS/ FORMER STOCK DAM

- It's a great, open passive park which gives pleasure for what it is
- People love the green lawns
- It's an oasis, especially in summer, as the lawns are irrigated
- Mutuma Creek used to come through the park, the original town water supply
- The travelling stock route (TSR) came through the park, the stock dam was constructed in the low point of the park as it was always wet
- The dam site is good for wetland plants as it's a natural low point and often damp
- Poor performing grass areas could be planted out with native grasses
- Lagoon and water play with strong references to the history of the site and remnant features
- Introducing water features needs to be designed with health & safety issues carefully considered including mosquitos, snakes, children's safety etc
- Maintain access for heavy vehicles (fire trucks for drills) and operational requirements
- Opportunities for better path networks with adjacent native botanic plantings and signage to provide greater use & diversity

INTERPRETIVE OPPORTUNITIES

- Interpretive & wayfinding signage with Wiradjuri names & terminology
- Historic information, the story of the Park should be told
- Street art
- Boiler lighting to improve safety at night
- Connections along Mutuma Creek require the Dept. Fisheries & flood control mechanisms to communicate better
- Signage should not create visual clutter

ABORIGINAL CULTURAL HERITAGE

- Cootamundra totem is the long neck turtle
- Opportunities to use Wiradjuri names with interpretive signage
- Plant Wiradjuri crops and edible foods with educational signage



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Cootamundra Gundagai Shire Council - Community Consultation

Jubilee Park - SWOT Analysis

Scale : As Shown

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2.2.4 Survey Results and Analysis

A Facebook Survey of a few simple questions were used to 'fact check' the consultation results with the broader community. The questions were based on outcomes from the consultation workshops and other correspondence and give the project team a level of reassurance about design direction.

A summary of results from the survey are listed in the appendix. There were 293 votes to question 1 with 42% saying yes, Jubilee Park should become a premiere destination to see native birds, and 58% saying it should not. We expect that this result was based on rumours that an aviary was planned for the site.

There were 17 votes to question 2 with all saying that Jubilee Park should showcase all kinds of native vegetation.

Although no votes were received to question 3, which asked the community if they would like to see the reintroduction of water into the park for the purpose of supporting a safe and environmentally sensitive native bird and water/ bog plant habitat, there were comments to include it, but to keep it simple and safe.

These results show that the basic key desires from the community align with the findings from the community consultation workshops.

3.0 Principles for Design

3.1 The Brief

Principle objectives identified by the brief for the Jubilee Park Landscape Masterplan are:

- To develop the park into a prime local and regional recreation destination;
- To assist Council in determining if further open space development in the park will contribute positively;
- To be of high quality;
- To determine the feasibility of a walk through aviary; and,
- To address design principals to maximise the experience of the park for birds and humans.

3.2 Guiding Principles for Design

Based on the findings from the community consultation, the following guiding principles have been developed for use in the design of the Jubilee Park Landscape Masterplan. They form a useful rationale that grounds the project in the values of the community and provides a basis for future design stages.

Guiding principles:

- **PARTICIPATE:** Provide a park for events and activities
- **LEARN:** Provide opportunity for people to learn about Australian native plants and birds
- **PATHS:** Provide a complete path network that

caters to all

- **RIVER RED GUM:** Enhance and celebrate the River Red Gum trees
- **NATIVE:** Use Australian native plants
- **CONTEMPORARY:** Use contemporary signage, furniture and lighting
- **SHADE:** Maintain shady areas under tall trees for walking and playing
- **HERITAGE:** Use signage to interpret Aboriginal and site heritage
- **AMENITY:** More furniture and picnic amenity

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GUIDING PRINCIPLES FOR DESIGN



PARTICIPATE

Provide a park for events and activities



LEARN

Provide opportunity for people to learn about Australian native plants and birds



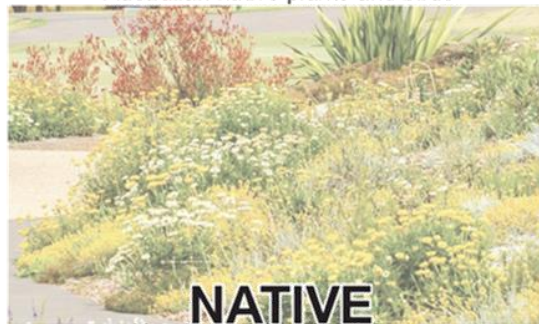
PATHS

Provide a complete path network that caters to all



RIVER RED GUM

Enhance and celebrate the River Red Gum trees



NATIVE

Use Australian native plants



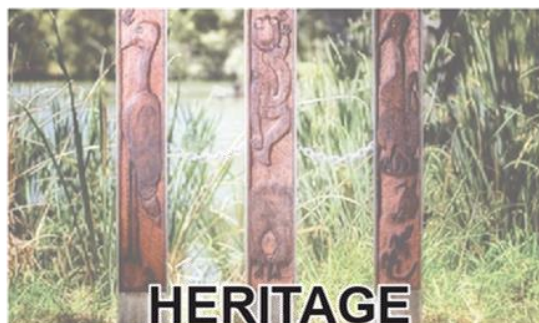
CONTEMPORARY

Use contemporary signage, furniture and lighting



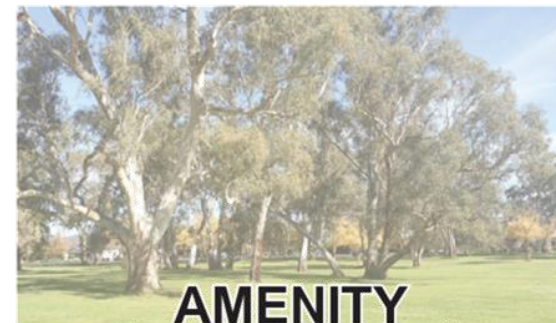
SHADE

Maintain shady areas under tall trees for walking and playing



HERITAGE

Use signage to interpret Aboriginal and site heritage



AMENITY

More furniture and picnic amenity

COOTAMUNDRA GUNDAGAI REGIONAL COUNCIL

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SALA4D

4.0 The Masterplan

The Jubilee Park Masterplan has been developed by sala4D using the Guiding Principles for Design, other design requirements and best practice park design methods. The Masterplan is ready to be presented to Council for review by council staff and Councillors, and the community.

The Masterplan seeks to enhance the park's assets, while rationalising redundant infrastructure and introducing new design moves that organise the space, allow for better access and provide for easier management.

It is important that parks such as this both define and make use of the full extent of their area. Therefore, with Jubilee Park, it is important to examine the edges and see how they can better help to define and enhance the internal spaces. To assist with this, the edges have been defined through three different planting treatments:

- A wide Camaldulensis Avenue in mulch with low planting along Wallendoon Street;
- Block planting of Dietes bicolor along Olney and MacKay Streets; and,
- Native shrub planting along the caravan park fenceline.

Continuing the formal planting design of Wallendoon Street, the Camaldulensis Avenue builds on the historic aspects of the north eastern side of the park. The Masterplan introduces a new formal spine path to the centre of the park from Wallendoon Street, with a fountain at the intersection of paths, providing a gathering point and a focal point other than the adjacent playground. This spine provides better access to the amenities building and provides an

opportunity to formalise picnic shelters and bbqs, while also providing amenity for market stalls on occasion.

The more natural side of the park is recommended to be enhanced by the installation of a 'Wet Garden' which will encourage a greater variety of bird life into the park by providing a number of bird baths and a great diversity of bird attracting plants, that are normally found in a marginal wetland environment. The design is reminiscent of the water body that used to exist in the park but without the many and varied issues the community raised when discussing reinstating a water body.

A natural crushed granite path will connect the main path through the 'Wet Garden' to the southern boundary path, where a belt of native shrubbery will screen the Caravan Park fence and provide more habitat and food for birdlife.

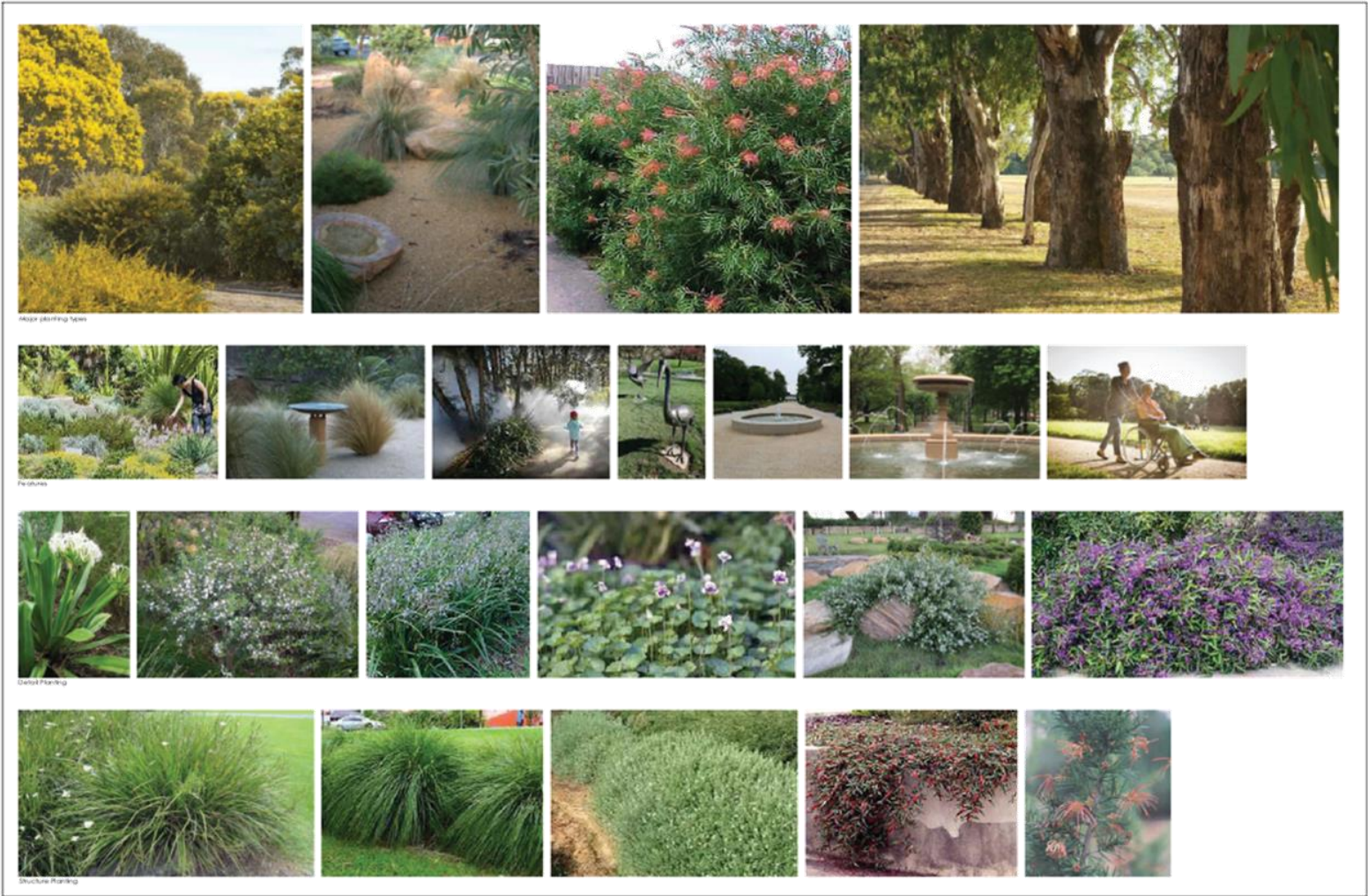
The Walk of Fame is a valuable part of Jubilee Park but could be better presented through organising the busts into sequential order, with less space between each. Replanting the garden beds around the busts will give them the setting they deserve.

Achieving a full loop walking path network throughout the park is an important draw-card for longer-stay visitation, as is the definition of the edges. The Park will feel like a destination in itself, with multiple opportunities for enjoyment, by people of all ages and a variety of interests.

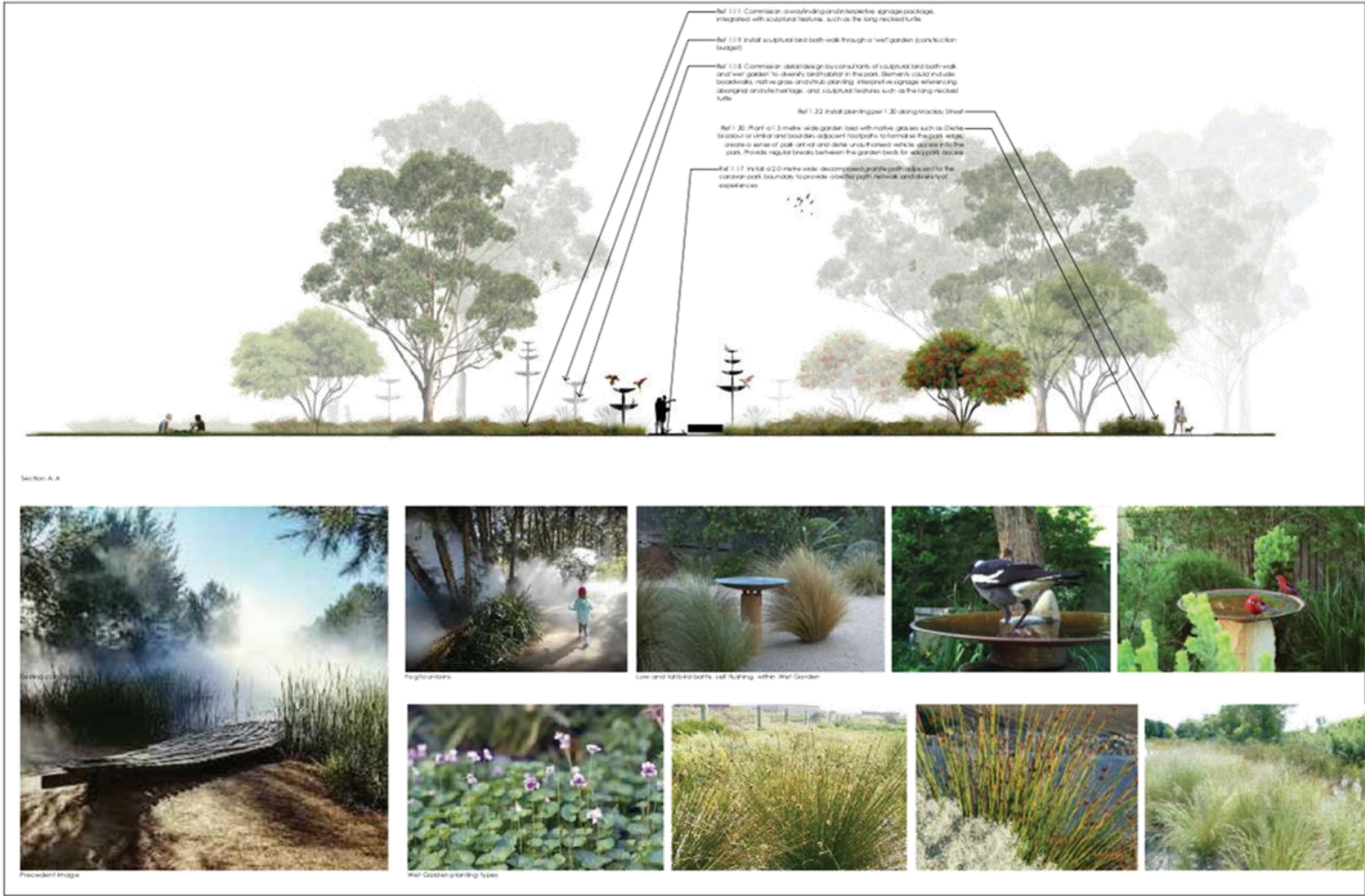
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SALA4D

5.0 Project List

A prioritised list of projects forms a critical part of the Masterplan and is included in the following pages. The same schedule, with cost estimates is included in Appendix 2.

The prioritisation system is an important tool for assessing which projects should be scheduled before others and is based on the Guiding Principles of Design and best practice design criteria. Quick wins are noted for their high priority and ease of implementation.

Should new elements be introduced into the design, they can be prioritised against existing project by assessing them against the criteria and adding their score. This system provides complete transparency for Council and the community in delivering key infrastructure.

SALA4D

JUBILEE PARK MASTERPLAN																		
PRIORITISED SCHEDULE OF WORKS																		
REF.	ACTION	SCORING CRITERIA														SCORE	RANK	QUICK WIN PROJECT
		PRINCIPLES OF DESIGN								OTHER								
		Path Network	Enhance River Red Gums	Learning Opportunity	Native Plants	Contemporary Furniture	Maintain Shade	Heritage Signage	Furniture & Picnic Amenity	Tourism	Health	CPTED	Multi-Use	Operational Benefit	Environmental Gain			
0.00	COUNCIL POLICY																	
0.01	Update Cootamundra-Gundagai Regional Council's Management Plans and strategic policy to include outcomes from Jubilee Park masterplan	X	X	X	X	X	X	X	X	X	X		X	X	X	13	1	
0.02	Ensure proposals protect the cultural landscape and heritage values of the Aboriginal and non-Aboriginal community		X	X			X			X					X	5	2	
0.03	Protect significant trees and remnant vegetation under the LEP Biodiversity provisions for significant vegetation		X	X			X			X					X	5	2	
0.04	Develop a Council Policy for the use of mobile vendor facilities, such as power outlets, to support the delivery of events and flexible spaces									X			X	X		3	4	
0.05	Regenerate Muttama Creek through riparian planting, terrestrial tree planting and remove rubbish/ debris		X	X	X					X				X	X	6	1	
0.06	Develop a Council Policy for minimising mowing in parks and open green space to reduce maintenance and maximise habitat, for example, mulching around groups of trees		X	X										X	X	4	3	
0.07	Provide accessible paths at compliant grades	X									X		X	X		4	3	
0.08	Review the Pedestrian Access and Mobility Plan (PAMP) and prioritise works that tie into the Jubilee Park masterplan	X									X			X		3	4	
0.09	Remove weeds along Muttama Creek and public open space with an ongoing eradication plan		X	X						X				X	X	5	2	
0.10	Remove dead and under performing trees in Jubilee Park, per the masterplan		X											X	X	3	4	

SALA4D

JUBILEE PARK MASTERPLAN																	
PRIORITISED SCHEDULE OF WORKS																	
REF.	ACTION	SCORING CRITERIA												SCORE	RANK	QUICK WIN PROJECT	
		PRINCIPLES OF DESIGN								OTHER							
		Path Network	Enhance River Red Gums	Learning Opportunity	Native Plants	Contemporary Furniture	Maintain Shade	Heritage Signage	Furniture & Picnic Amenity	Tourism	Health	CPTED	Multi-Use	Operational Benefit	Environmental Gain		
1.00	JUBILEE PARK																
1.01	Remove the copper log barrier along Wallendoon Street to rationalise materials within the park and improve park presentation	X				X						X		X	4	3	
1.02	Remove existing signage and furniture throughout the park					X		X					X	X	4	3	
1.03	Remove the redundant electrical infrastructure including power poles and wires, and electrical box	X												X	2	2	
1.04	Remove the Camellias and raised copper log garden beds. Make good with grass to reinforce the open park character and maintain the clear views through		X			X	X							X	X	5	2
1.05	Remove the copper log barrier adjacent to the Australian Native Plant Society garden beds					X								X	2	2	
1.06	Remove signage and copper log barrier within the garden bed at the amenity building (front and back)	X				X		X		X		X		X	6	1	
1.07	Create a central spine and entrance which links to Wallendoon Street, by installing a 4.0 metre wide concrete p which: provides clear direction to the main park facilities; defines the picnic zone; connects the amenity building, new picnic shelters and tables; and creates a path hierarchy	X								X	X	X	X	X	6	1	
1.08	Install a large picnic shelter with BBQ facilities, to reduce congestion and conflict at the playground BBQ facilities, provide more choices and multi-age use and encourage people to stay longer					X			X	X			X	X	5	2	
1.09	Install additional picnic shelters in different sizes and settings within the park to provide more choices and multi-age use to encourage people to stay longer					X			X	X			X	X	5	2	
1.10	Create a picnic zone with better amenity which encourages higher usage, allows people to stay for longer, provides passive surveillance and reduces conflict at the playground BBQ facilities						X		X	X			X		X	5	2

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JUBILEE PARK MASTERPLAN																	
PRIORITISED SCHEDULE OF WORKS																	
REF.	ACTION	SCORING CRITERIA												SCORE	RANK	QUICK WIN PROJECT	
		PRINCIPLES OF DESIGN							OTHER								
		Path Network	Enhance River Red Gums	Learning Opportunity	Native Plants	Contemporary Furniture	Maintain Shade	Heritage Signage	Furniture & Picnic Amenity	Tourism	Health	CPTED	Multi-Use	Operational Benefit	Environmental Gain		
1.11	Commission a wayfinding and interpretive signage package, integrated with sculptural features, such as the long necked turtle			X		X		X		X			X			5	2
1.12	Install interpretive signage to describe the Morgan memorial gates			X		X		X		X			X			5	2
1.13	Install power supply units with plug-in ports to support flexible park use, community events and activities, and remove redundant electrical box					X			X	X			X	X		5	2
1.14	Install a concrete area in the centre of the park for the fountain feature as part of the central spine path	X				X				X	X		X	X		6	1
1.15	Install a central park fountain, reflective of the Jubilee garden style, to provide a strong path axis and vista (detail design by consultants & construction budget)	X				X				X			X			4	3
1.16	Install a 1.5 metre wide concrete path adjacent Olney Street to improve accessibility	X								X	X	X	X	X		6	1
1.17	Install a 2.0 metre wide decomposed granite path adjacent to the caravan park boundary to provide a better path network and diversity of experiences	X		X						X	X	X	X			6	1
1.18	Commission detail design by consultants of sculptural bird bath walk and 'wet garden' to diversify bird habitat in park. Elements could include: boardwalks; native grass and shrub planting; interpretive signage referencing aboriginal and site heritage; and, sculptural features such as the long necked turtle	X	X	X	X	X		X		X	X		X		X	10	1
1.19	Install sculptural bird bath walk through a 'wet' garden (construction budget)	X	X	X	X	X		X		X	X		X		X	10	1
1.20	Review spacing of sculptural busts along the Captains Walk to cater for future expansion	X		X						X				X		4	3
1.21	Install platform benches adjacent to the playground to provide more choices, multi-age use and to encourage people to stay longer					X			X	X			X	X		5	2

SALA4D

JUBILEE PARK MASTERPLAN

PRIORITISED SCHEDULE OF WORKS

REF.	ACTION	SCORING CRITERIA												SCORE	RANK	QUICK WIN PROJECT		
		PRINCIPLES OF DESIGN								OTHER								
		Path Network	Enhance River Red Gums	Learning Opportunity	Native Plants	Contemporary Furniture	Maintain Shade	Heritage Signage	Furniture & Picnic Amenity	Tourism	Health	CPTED	Multi-Use	Operational Benefit	Environmental Gain			
1.22	Commission detail planting design for the native screen planting along the caravan park boundary and Olney Street (opposite the playground) to screen views, provide more privacy, reduce night time lighting glare, enhance botanical interest and habitat diversity for smaller native birds and honey eaters		X	X	X							X			X	5	2	
1.23	Install native plants along the caravan park boundary in accordance with Planting Plans (construction budget)		X	X	X							X			X	5	2	
1.24	Install native plants along Olney Street (opposite the playground) in accordance with Planting Plans (construction budget)		X	X	X							X			X	5	2	
1.25	Commission detail planting design for the Australian Native Plant Society garden beds with native groundcovers and cascading plants, to make the concrete block walls look more organic, encourage small native birds and honey eaters, reinforce existing planting, reduce maintenance and improve park presentation		X	X	X							X			X	5	2	
1.26	Install native plants to the Australian Native Plant Society garden beds in accordance with Planting Plans (construction budget)		X	X	X							X			X	5	2	
1.27	Commission detail planting design along Wallendoon Street and amenity building entrance with native shrub Eucalyptus camaldulensis and boulders to create a sense of park enclosure, reinforce the park edge and existing native character as part of the succession planting strategy and deter unauthorised vehicle access into the park		X		X					X		X		X	X	6	1	✓
1.28	Install garden beds of native shrubs with boulders along Wallendoon Street and amenity building entrance in accordance with Planting Plans (construction budget)	X	X		X					X		X			X	6	1	✓
1.29	Install trees along Wallendoon Street in accordance with Planting Plans (construction budget)		X		X		X			X		X			X	6	1	✓
1.30	Commission detail planting design for the native grass verges such as Diets bicolour or similar with boulders adjacent Olney Street and Mackay Street to formalise the park edge, create a sense of park arrival and deter unauthorised vehicle access into the park				X							X		X	X	4	3	
1.31	Install planting per 1.30 along Olney Street				X							X		X	X	4	3	
1.32	Install planting per 1.30 along Mackay Street				X							X		X	X	4	3	

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6.0 Appendix

Appendix 1: Survey

**Appendix 2: Jubilee Park Masterplan Schedule
of Works with Cost Estimate**

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Appendix 1: Survey

With the understanding that not everyone is comfortable with attending public workshops, Council ran a series of Facebook survey questions.

A series of questions were posted over a number of weeks to 'fact-check' the results from the Community Consultation Summary Report and allow the community to ponder and discuss the projects with their peer group. The results from these questions asked were as follows:

Should Jubilee Park become a premiere destination to see native birds?

- 293 votes - 42% yes: 58% no
- 33 comments including:
 - Natural beauty and heritage to be prioritised which includes maintaining and enhancing existing gum trees and habitat for native birds
 - Use Cootamundra's namesake and create a wattle garden
 - There is a need for more greater diversification of native trees and shrubs to attract more native birds

Should Jubilee Park showcase all kinds of native vegetation?

- 17 votes - 100% yes
- 2 likes, 5 comments including:
 - Improve facilities without taking away from the nature of Jubilee Park and its community uses
 - Fantastic

- Yes please

Would you support and or like to see the reintroduction of water into the park for the purpose of supporting a safe and environmentally sensitive native bird and water/bog plant habitat?

- Zero votes
- 5 likes, 11 comments including:
 - Jubilee Park might not be the best area for this as it is already an attraction and has so much going on already, why pack one area with so much?
 - Love the idea and please make it happen
 - Safety and risk management considerations of water and children
 - Jubilee Park should be developed into a central park: a hub for young & old people with more recreational options
 - The scale of a water feature needs to be carefully considered

Full extracts of the facebook survey are included over the following pages.

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Cootamundra-Gundagai Regional Council created a poll. July 19 · 13w

Should Jubilee Park become a premiere destination to see native birds?

Please provide further feedback in the comments below or email mail@cgrc.nsw.gov.au

42% Yes

58% No

This poll has ended. 263 Votes

33 Comments 5 Shares

Like Comment Share

Most Relevant

Write a comment...

Press Enter to post.

Author
Cootamundra-Gundagai Regional Council
The Concept Plan for Jubilee Park was undertaken with the assistance of Sala4D, Landscape Architects to create a landscape master-plan. The Concept Plan puts forward many ideas and impressions for consideration. These ideas may be embraced or declined by a community. As a result of the two community workshops held regarding The Concept Plan for Jubilee Park, there was overwhelming support to enhance and expand on the native theme including plants and wildlife (birds) in particular. Council is conducting this survey to seek public opinion on the concept of introducing native plants and trees into the landscape to entice native wildlife to the area. The Concept Plan will give Council relevant information and detail so grant funding can be applied for when the opportunity arises.

Like · Reply · 13w

Reuben Tobias
Premier
As long as it doesn't defeat the purpose with development destroying habitat & colonies

Like · Reply · 13w

Sarah Last
& Cootamundra-Gundagai Regional Council
It is likely that many people who care about Jubilee Park and native birds have abstained from voting as they need clarity want to know the context of what they are voting for.

Like · Reply · 13w

PAGE 29 FEBRUARY 2021

Sarah Last
Hi Cootamundra-Gundagai Regional Council This is a really odd way to consult with community. To cast an informed vote to this poll people need to know 'HOW' CGRC is proposing to make Jubilee park a premier destination to see native birds. Can you please provide more information and context about this poll? People need clarity on what they are actually voting for and why. I attended one of the consultation sessions and it was clear that people wanted the natural beauty and heritage of the Jubilee Park site to be prioritised. This included maintaining and enhancing existing gum trees and habitat for native birds. It was made very clear by the community that they did not think it was appropriate for an aviary to be located there, which had been suggested in CGRC's media release for the information session.

Like · Reply · 13w

Bec Hogan
I see so many dead birds by the side of the road near jubilee park (particularly A/I side) I don't think trying to attract more to that area specifically is a good idea. We already have a pretty vibrant bird population here in town, as do most towns in the surrounding area so I don't see it as a particularly strong or unique move tourism wise either. Why not use our namesake and create a wattle garden?

Like · Reply · 13w

Lucy El
We should be installing a pump track for kids like Tumut <https://www.snowyvalleys.nsw.gov.au/.../New-Pump-Track...>

New Pump Track For Tumut

Like · Reply · 13w

Nina Piotrowicz
Lucy El one is on its way near the skatepark as well as a climbing wall in the recreation centre

Like · Reply · 13w

Write a reply...

Press Enter to post.

Lucy El
I voted no because this is a loaded question. How much is the cost? What are the alternatives for the budget available? And most importantly, how would it be done? Anything involving a cage or an aviary is a big no.

Like · Reply · 13w

Nina Piotrowicz
I attended one of the community feedback sessions which had really positive ideas beyond just the topic of this poll to make Jubilee Park a wonderful space for all members of the community and visitors. The project is about having a master plan for the park that can then be looked at in chunks as grants or Council finances improve to action the various parts. As with other strategies & plans, I suspect the masterplan will go on public exhibition when finalised for further community input.

Like · Reply · 13w

Georgie Visser
Yes! All we need is a few more native tree's and scrubs planted to attract more native birds! We already have people staying at caravan park when the superb parrots are on the move, not much maintenance required for Australian native trees and shrubs!

Like · Reply · 13w · Edited

Peter Hogan
Georgie Visser that's probably right. So why do we need a consultant?

Like · Reply · 13w

Write a reply...

Press Enter to post.

Janene Hearne
We need to see costings. What is the expected tourism dollar v cost to make and maintain.

Like · Reply · 13w

Jeff White
I would of thought that CGRC would of had more issue to do a poll on than wondering if we need an area for native birds.

Like · Reply · 13w

Peter Hogan
Jeff White definatly Jeff. Spending money when we are so far in debt. What a joke

Like · Reply · 13w

Jeff White
Peter Hogan

Like · Reply · 13w

COOTAMUNDRA GUNDAGAI REGIONAL COUNCIL

SALA4D

Ben Visser
Jeff White Peter Hogan there has been a meeting to which stakeholders were invited to attend, however places were limited due to covid regulations. I wasn't able to attend due to all the available places already being taken, but have corresponded with the consultants who informed me that my list of concerns and wishes were in line with the wishes and concerns of those who did attend. The person with whom I spoke told me that those general concerns and wishes were going to be put to the community at large via social media, which I imagine is what this post is about. So this post is about starting a community conversation which will be taken on board by the consulting company. The general gist of the wishes of those that were able to attend that meeting, was that there would be greater diversification of habitat to encourage more native bird species, as well as reinforcing the existing river red gum population. There is no talk of an avary.

Like · Reply · 13w

Jeff White
Ben Visser

Like · Reply · 13w

Jeff White
 Ben do you really think that CGRC needs to employ a consultant to work out if we need a native bird park... mate... get a life. They could spend that money in better places.

Like · Reply · 13w

Ben Visser
Jeff White having a consultant may have been part of the grant. I don't really know. Why don't you write to council and voice for concerns?

Like · Reply · 13w

Reuben Tobias
Ben Visser then it wasn't completely open to the community & is open for question
#caseclosed

Like · Reply · 13w

Write a reply...
 Press Enter to post.

Adelaide Springs
 Serious consideration and planning would need to be given to various stories of vegetation to attract specific species. Not just random native plantings.

Like · Reply · 13w

COOTAMUNDRA GUNDAGAI REGIONAL COUNCIL

Like · Reply · 13w

Peter Hogan
Adelaide Springs yes need a consultant at least. Then complete infrastructure and on going maintenance
 Costs would be ?
 Has there been any costing?

Like · Reply · 13w

Ben Visser
Peter Hogan there has been a meeting to which stakeholders were invited to attend, however places were limited due to covid regulations. I wasn't able to attend due to all the available places already being taken, but have corresponded with the consultants who informed me that my list of concerns and wishes were in line with the wishes and concerns of those who did attend. The person with whom I spoke told me that those general concerns and wishes were going to be put to the community at large via social media, which I imagine is what this post is about. So this post is about starting a community conversation which will be taken on board by the consulting company. The general gist of the wishes of those that were able to attend that meeting, was that there would be greater diversification of habitat to encourage more native bird species, as well as reinforcing the existing river red gum population. There is no talk of an avary.

Like · Reply · 13w

Peter Hogan
Ben Visser cool. That's good. There was talk about it before the meeting
 It is an interesting project in times of huge cost increases however
 The consultancy costs are never disclosed unfortunately
 However it is nice to see that this is being put out there to the community
 Let's hope there is a bit deeper consultation along with this yes No question
 It's to become a premiere venue destination sound expensive to me

Like · Reply · 13w · Edited

Ben Visser
Peter Hogan i doubt it will be expensive. I imagine it's being funded by some grant of some sort. As for ongoing costs, they would be minimal. How much maintenance to trees and shrubs need?

Like · Reply · 13w

Peter Hogan
Ben Visser possibly but in a time where are costs are rising and things are getting tighter in the economy without a consensus and a costing its hard to say.
 So many grants around it's crazy.. and as I said do we need more consultancy costs I would have expected council engineers and staff were up to this sort of design challenge
 But more info is needed for sure

Like · Reply · 13w · Edited

Ben Visser
Peter Hogan yeah well, not much point in theorizing. Maybe talk to the relevant people if you have concerns.

Like · Reply · 13w

Peter Hogan
Ben Visser yep

Like · Reply · 13w

Peter Hogan
Ben Visser correct Ben. More information is definatly needed it will be interesting to see how the information is made available to the community

Like · Reply · 13w

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SALA4D

Cootamundra Gundagai Regional Council
August 15 · 🌐

CGRC is partnering with Landscape Architects, sala4D to create a landscape masterplan for Cootamundra's iconic Jubilee Park. The plan is a crucial document for Council and the community, guiding development and management over the next 5-10 years.

CGRC held two community workshops. These workshops gave representatives of the community an opportunity to communicate their values for the Park and discuss practical aspects of what's there and how it could be improved.

The idea of a walk through aviary was not supported, while attracting more native birds through increased native species planting was.

A summary of results from the workshops are:

- * Provide a park for events and activities
- * Provide opportunity for people to learn about Australian native plants and birds
- * Provide a complete path network that caters to all
- * Enhance and celebrate the River Red Gum trees
- * Use Australian native plants
- * Use contemporary signage, furniture and lighting
- * Maintain shady areas under tall trees for walking and playing
- * Use signage and sculpture to interpret Aboriginal and site heritage
- * More furniture and picnic amenity

This weeks poll questions (on a previous post) is "Should Jubilee Park showcase all kinds of native vegetation suitable to our region/climate?"

For more information on this topic please follow the link below:
<https://www.cgrc.nsw.gov.au/jubilee-park-masterplan/>

2 · 4 Comments · 2 Shares

Like Comment Share

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Marjory Taprell
There was also a set place for people to take photos through to help with a citizen science project
Like · Reply · 9w

Marjory Taprell
I was in ACT today for a Cub Leader training and look what they have in their parks & nature walks

Like · Reply · 9w · 1

Julie Cowell
I'm getting the idea John Stephens that the only way council can maintain such facilities as parks is to "upgrade" using grant funding. The workshops were informative and consultative. We're hoping to improve facilities without taking away from the nature of Jubilee and it's community uses
Like · Reply · 9w · 1

John Stephens
Fantastic, just don't know anyone who asked for it. Budget and Cost?
Like · Reply · 9w · 1

Write a comment...

Cootamundra-Gundagai Regional Council created a poll. ...
August 16 · 🌐

Should Jubilee Park showcase all kinds of native vegetation suitable to our region/climate?

For more information:
<https://www.cgrc.nsw.gov.au/jubilee-park-masterplan/>

100% Yes
0% No

This poll has ended. 17 Votes

1 Comment

Wendy Joy
Yes please.
Like · Reply · 9w

Cootamundra-Gundagai Regional Council
September 3 · 🌐

Your feedback for Cootamundra's iconic Jubilee Park's masterplan is important to us.

In partnership with Landscape Architects, sala4D, Council is developing landscape masterplan for Jubilee Park. The plan will be a crucial document for Council and the community, guiding development and management of the park over the next 5-10 years.

Two community workshops have been held and gave participants the opportunity to communicate their values for the Park and discuss practical aspects of what's there and how it could be improved. More information on the Jubilee Park masterplan is available at:
<https://www.cgrc.nsw.gov.au/jubilee-park-masterplan/>

Would you support and or like to see the reintroduction of water into the park for the purpose of supporting a safe and environmentally sensitive native bird and water/bog plant habitat?
Please respond YES or NO

Jubilee Park Masterplan | Cootamundra Gundagai Regional Council
Jubilee Park Masterplan CGRC is partnering with Landscape Architects, sala4D to create a landscape masterplan for Cootamundra's iconic...

1 · 10 Comments · 2 Shares

Like Comment Share

Most Relevant ▾

Write a comment...

Press Enter to post.

Dottie Paterson
Safety
Like · Reply · 6w

Dottie Paterson
Yes
Like · Reply · 6w

Peter Hogan
Agree with Josh
Like · Reply · 6w

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SALA4D

- Ashleigh Warton**
I am a yes but not at jubilee park
I love the atmosphere, leisure, exercise, wildlife, good for the mind and soul, relaxation and sheer beauty any water being lake, dam, river, community pool, pond etc creates. Im not sure whether jubilee park is the best area for this great idea though- i feel it is already an attraction and has so much going on already. Why jam pack one area with so much.
- Look at our neighbouring towns temora, junee, wagga, young their water zones are amazing and we could learn so much from these towns and see their popularity of these such areas. They have walking paths, jetty's, gym equipment, picnic areas, playgrounds, flora and fauna, of course us Coota folk will add our own coota touch on our own water area.
I love this idea. Please make it happen not like our lake that was promised, fell through and never happened.
- Like · Reply · 7w · Edited
- Rebekah Iwyford**
No. But there should be a fence around the play equipment!
- Like · Reply · 7w
- Lucy El**
No, not in the main section of the park. I take young kids there often to play and there are always tweens/teens there too, or families having picnics. It should be encouraged and further developed into a central park and hub for young (and old) people, like it already is. It should expand on the playground, with more recreational options for scooting, biking, an outdoor stage, or other options for gathering. That does not mix with water features and native birds (although perhaps that might work in another area, like the part behind the pool.)
- Like · Reply · 7w
- 1 Reply
- Samantha McNally**
No.
I am in agreement with Josh.
It seems like increasing risk 10 fold for the young children, that particular park is designed for.
- Like · Reply · 7w

Josh McCarthy
No. You've just spent a fortune putting in equipment for the kids there. Great idea but use another park. Bradman oval is visually appalling and needs attention plus there's water already there

Like · Reply · 7w

Nina Piotrowicz
Yes, but maybe on a small to medium scale rather than large.

Like · Reply · 7w

Write a comment...

Cootamundra-Gundagai Regional Council
September 5

Your feedback for Cootamundra's iconic Jubilee Park's masterplan is important to us.

In partnership with Landscape Architects, sala4D, Council is developing landscape masterplan for Jubilee Park. The plan will be a crucial document for Council and the community, guiding development and management of the park over the next 5-10 years.

Two community workshops have been held and gave participants the opportunity to communicate their values for the Park and discuss practical aspects of what's there and how it could be improved. More information on the Jubilee Park masterplan is available at: <https://www.cgrc.nsw.gov.au/jubilee-park-masterplan/>

Would you support and or like to see the reintroduction of water into the park for the purpose of supporting a safe and environmentally sensitive native bird and water/bog plant habitat?

Please respond YES or NO

Cootamundra-Gundagai Regional Council
September 5

Jubilee Park Masterplan | Cootamundra Gundagai Regional Council
Jubilee Park Masterplan CGRC is partnering with Landscape Architects, sala4D to create a landscape masterplan for Cootamundra's iconic...

2 · 1 Share

Like · Comment · Share

Cootamundra-Gundagai Regional Council
September 5

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Cootamundra-Gundagai Regional Council
September 5

Jubilee Park Masterplan | Cootamundra Gundagai Regional Council
Jubilee Park Masterplan CGRC is partnering with Landscape Architects, sala4D to create a landscape masterplan for Cootamundra's iconic...

1 · 1 Comment

Like · Comment · Share

Write a comment...

Press Enter to post.


Josh McCarthy
Again no water and kids is a bad idea

Like · Reply · 6w

Nina Piotrowicz
Yes

Like · Reply · 6w

SALA4D



Cootamundra-Gundagai Regional Council
September 10 · 🌐

...


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Please respond YES or NO





CGRC.NSW.GOV.AU


Jubilee Park Masterplan | Cootamundra Gundagai Regional Council


Jubilee Park Masterplan CGRC is partnering with Landscape Architects, sala4D to create a landscape masterplan for Cootamundra's iconic...



 1

 Like

 Comment

 Share

SALA4D

Appendix 2: Jubilee Park Masterplan Schedule of Works with Cost Estimate

JUBILEE PARK MASTERPLAN					
SCHEDULE OF WORKS COST ESTIMATE					
REF.	ACTION				
		UNIT	QTY	RATE	SUBTOTAL
0.00	COUNCIL POLICY				
0.01	Update Cootamundra-Gundagai Regional Council's Management Plans and strategic policy to include outcomes from Jubilee Park masterplan				
0.02	Ensure proposals protect the cultural landscape and heritage values of the Aboriginal and non-Aboriginal community				
0.03	Protect significant trees and remnant vegetation under the LEP Biodiversity provisions for significant vegetation				
0.04	Develop a Council policy for the use of mobile vendor facilities, such as power outlets, to support the delivery of events and flexible spaces				
0.05	Regenerate Muttama Creek through riparian planting, terrestrial tree planting and remove rubbish/ debris				
0.06	Develop a Council Policy for minimising mowing in parks and open green space to reduce maintenance and maximise habitat, for example, mulching around groups of trees				
0.07	Provide accessible paths at compliant grades				
0.08	Review the Pedestrian Access and Mobility Plan (PAMP) and prioritise works that tie into the Jubilee Park masterplan				
0.09	Remove weeds along Muttama Creek and public open space with an ongoing eradication plan				
0.10	Remove dead and under performing trees in Jubilee Park, per the masterplan				

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JUBILEE PARK MASTERPLAN					
SCHEDULE OF WORKS COST ESTIMATE					
REF.	ACTION				
		UNIT	QTY	RATE	SUBTOTAL
1.00	JUBILEE PARK				
1.01	Remove the copper log barrier along Wallendoon Street to rationalise materials within the park and improve park presentation	PC	1	\$2,000	\$2,000
1.02	Remove existing signage and furniture throughout the park	PC	1	\$5,000	\$5,000
1.03	Remove the redundant electrical infrastructure including power poles and wires, and electrical box	PC	1	\$15,000	\$15,000
1.04	Remove the Camelias and raised copper log garden beds. Make good with grass to reinforce the open park character and maintain the clear views through	PC	1	\$5,000	\$5,000
1.05	Remove the copper log barrier adjacent to the Australian Native Plant Society garden beds	PC	1	\$3,000	\$3,000
1.06	Remove signage and copper log barrier within the garden bed at the amenity building (front and back)	PC	1	\$5,000	\$5,000
1.07	Create a central spine and entrance which links to Wallendoon Street, by installing a 4.0 metre wide concrete path which: provides clear direction to the main park facilities; defines the picnic zone; connects the amenity building, new picnic shelters and tables; and creates a path hierarchy	lm	70	\$550	\$38,500
1.08	Install a large picnic shelter with BBQ facilities, to reduce congestion and conflict at the playground BBQ facilities, provide more choices and multi-age use and encourage people to stay longer	ea	1	\$120,000	\$120,000
1.09	Install additional picnic shelters in different sizes and settings within the park to provide more choices and multi-age use to encourage people to stay longer	ea	4	\$50,000	\$200,000
1.10	Create a picnic zone with better amenity which encourages higher usage, allows people to stay for longer, provides passive surveillance and reduces conflict at the playground BBQ facilities	PC	1	\$5,000	\$5,000
1.11	Commission a wayfinding and interpretive signage package, integrated with sculptural features, such as the long necked turtle	PC	1	\$10,000	\$10,000
1.12	Install interpretive signage to describe the Morgan memorial gates	PC	1	\$7,500	\$7,500
1.13	Install power supply units with plug-in ports to central spine path to support flexible park use, community events and activities, and ensure services are safely organised	PC	1	\$15,000	\$15,000
1.14	Install a concrete area in the centre of the park for the fountain feature as part of the central spine path	m2	130	\$150	\$19,500

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JUBILEE PARK MASTERPLAN					
SCHEDULE OF WORKS COST ESTIMATE					
REF.	ACTION				
		UNIT	QTY	RATE	SUBTOTAL
1.15	Install a central park fountain, reflective of the Jubilee garden style, to provide a strong path axis and vista (detail design by consultants & construction budget)	PC	1	\$100,000	\$100,000
1.16	Install a 1.5 metre wide concrete path adjacent Olney Street to improve accessibility	lm	206	\$200	\$41,200
1.17	Install a 2.0 metre wide decomposed granite path adjacent to the caravan park boundary to provide a better path network and diversity of experiences	lm	400	\$35	\$14,000
1.18	Commission detail design by consultants of sculptural bird bath walk and 'wet garden' to diversify bird habitat in the park. Elements could include: boardwalks; native grass and shrub planting; interpretive signage referencing aboriginal and site heritage; and, sculptural features such as the long necked turtle	PC	1	\$35,000	\$35,000
1.19	Install sculptural bird bath walk through a 'wet' garden (construction budget)	PC	1	\$125,000	\$125,000
1.20	Review spacing of sculptural busts along the Captains Walk to cater for future expansion	PC	1	\$5,000	\$5,000
1.21	Install platform benches adjacent to the playground to provide more choices, multi-age use and to encourage people to stay longer	ea	4	\$4,500	\$18,000
1.22	Commission detail planting design for the native screen planting along the caravan park boundary and Olney Street (opposite the playground) to screen views, provide more privacy, reduce night time lighting glare, enhance botanical interest and habitat diversity for smaller native birds and honey eaters	PC	1	\$5,000	\$5,000
1.23	Install native plants along the caravan park boundary in accordance with Planting Plans (construction budget)	m2	350	\$120	\$42,000
1.24	Install native plants along Olney Street (opposite the playground) in accordance with Planting Plans (construction budget)	m2	400	\$120	\$48,000
1.25	Commission detail planting design for the Australian Native Plant Society garden beds with native groundcovers and cascading plants, to make the concrete block walls look more organic, encourage small native birds and honey eaters, reinforce existing planting, reduce maintenance and improve park presentation	PC	1	\$3,000	\$3,000
1.26	Install native plants to the Australian Native Plant Society garden beds in accordance with Planting Plans (construction budget)	m2	350	\$120	\$42,000
1.27	Commission detail planting design along Wallendoon Street and amenity building entrance with native shrubs, Eucalyptus camaldulensis and boulders to create a sense of park enclosure, reinforce the park edge and existing native character as part of the succession planting strategy and deter unauthorised vehicle access into the park	PC	1	\$2,000	\$2,000
1.28	Install garden beds of native shrubs with boulders along Wallendoon Street and amenity building entrance in accordance with Planting Plans (construction budget)	m2	382	\$150	\$57,300

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JUBILEE PARK MASTERPLAN					
SCHEDULE OF WORKS COST ESTIMATE					
REF.	ACTION				
		UNIT	QTY	RATE	SUBTOTAL
1.29	Install trees along Wallendoon Street in accordance with Planting Plans (construction budget)	ea	11	\$2,500	\$27,500
	Commission detail planting design for the native grass verges such as Dietes bicolour or similar with boulders adjacent Olney Street and Mackay Street to formalise the park edge, create a sense of park arrival and deter unauthorised vehicle access into the park	PC	1	\$1,500	\$1,500
1.31	Install planting per 1.30 along Olney Street	m2	72	\$150	\$10,800
1.32	Install planting per 1.30 along Mackay Street	m2	144	\$150	\$21,600
TOTAL					
				Subtotal	\$1,049,400
				Contingency 30%	\$314,820
				Jubilee Park estimate	\$1,364,220
				JUBILEE PARK MASTERPLAN TOTAL	\$1,364,220



Mr Phil McMurray
General Manager
Cootamundra Gundagai Regional Council
PO Box 420
COOTAMUNDRA NSW 2590

6 May 2021

Dear Mr McMurray

Thank you for your application for grant funding under the NSW Public Spaces Legacy Program.

I am pleased to advise that your application for the Jubilee Park project has been approved for funding.

Project name: Jubilee Park

Funding Amount \$2,000,000

The provision of funding is subject to the terms and conditions detailed in the attached funding agreement.

If you wish to accept this grant, please return 2 (two) signed hardcopies of the agreement. Please do not date the agreement. The Department will date the agreement upon its execution. Hardcopies can be returned to the address below:

Attention: Hanna Shalhaf
Locked Bag 5022 Parramatta NSW 2124

Please also provide a digital copy of the signed agreement by 21 May 2021.

Upon execution of the funding agreement, the Department will transfer an up-front payment to assist with detailed planning and design. In addition, a project plan template and other documentation will be provided to support Council in its delivery of the project.

Please ensure Council adheres to the NSW Funding Acknowledgement Guidelines for the applicable signage media and communications for this project. The Department will advise Council on the timing for any announcements.

If you have any questions, the Public Spaces Legacy team would be happy to assist. The team can be contacted at PublicSpacesLegacy@planning.nsw.gov.au

We look forward to working in partnership with you on this exciting project.

Your sincerely

A handwritten signature in black ink, appearing to be 'ML' or similar initials, written in a cursive style.

Martin Reason
Executive Director, Infrastructure & Place

8.10.2 COOTAMUNDRA LANDFILL OPERATING HOUR REVIEW

DOCUMENT NUMBER	349357
REPORTING OFFICER	Wayne Bennett, Manager Waste, Parks and Recreation Services
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.2 Active participation and engagement in local decision-making
FINANCIAL IMPLICATIONS	It is anticipated that there will be approx. \$16,000 pa saving in operational efficiencies with the adoption of the recommendations.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There will be a need to update Council's policy associated with the hours of operation of the Cootamundra Landfill.
ATTACHMENTS	Nil

RECOMMENDATION

1. The report on the of the Cootamundra Landfill operating hours review be received and noted.
2. The revised Cootamundra Landfill operating hours be adopted as follows:
 - Monday to Friday – 7.30am to 3.30pm
 - Saturday to Sunday – 10.00am to 3.00pm
3. The proposed operating hours take effect as from the 1st of July, 2021.

Introduction

In response to Council's request to review operations and to seek where possible efficiencies and reduction in operational costs, staff undertook a review of the current Cootamundra Landfill operational hours and service delivery.

Discussion

At its Ordinary Meeting held 30th March 2021 Council resolved (Min. no. 101/2021) to place the proposed changes to the operation of the Cootamundra Landfill operating hours on public exhibition for a period of 21 days seeking public comment.

Council received six written submissions, with only one of those submissions referring to the proposed weekday hours. The comment relating to weekday hours is in favour of the proposed earlier opening time of 7:30am but wishes the current closing time of 4:30 pm to remain.

The proposed new hours of 7:30am to 3:30am will allow staff 30 minutes either side of the opening times to set up the weighbridge system and carry out an inspection of the site prior to the gates opening to the public, and of an afternoon will allow late arrivals to exit the facility and run end of day procedures without extending into overtime.

As only one submission was received regarding the proposed weekday hours and was partially in favour of the change it is believed that the new opening hours of 7:30am to 3:30pm will cause minimal disruption to the public whilst saving Council the costs of paying overtime and people gaining unauthorised access through gates left open by contractors leading to loss of revenue as well as a security risk to the site.

Current Operating Hours:

Monday, Tuesday, Thursday, and Friday 8.30am to 4.30pm

Wednesday – 1.30pm to 4.30pm

Saturday – 1.00pm to 5.00pm

Sunday 9.00am to 5.00pm

Advertised Proposed Changes:

Monday to Friday – 7.30am to 3.30pm

Saturday to Sunday – 9.00am to 2.00pm.

Recommended Proposed Operating Hours:

Monday to Friday – 7.30am to 3.30pm

Saturday to Sunday – 10.00am to 3.00pm

Opening the facility from 7:30am instead of the existing 1:30pm on Wednesday mornings will benefit commercial business by providing consistent service levels for each day of the week to not interfere with the operating schedules.

The six submissions received all indicated a preference for a later closing time that proposed in the report which was presented at the March 2021 Council meeting. Three submissions requested a closing time of 4:00pm on weekends, with others not specifying a preferred closing time. Weighbridge data shows that transaction numbers significantly decline after 3:00pm on both Saturdays and Sundays with the busiest times being between 11:00am and 2:00pm.

It is recommended that the operating hours at the Cootamundra Landfill be set to 7:30am to 3:30pm weekdays with staff on site 7:00am to 4:00pm.

The estimated savings with the introduction of the new hours are: Wages - \$14,040 and allowances \$1,693.12 - a total of \$15,733.12 per annum.

All submissions will be formally responded to with Council's resolution.

Table (1)

Comments	Doc ID:	Name	In Favour
Rural resident. Would like tip to be open until at least 4pm on weekends. Only has weekends to dispose of rubbish and believes 2:30 pm is too early.	347088	Kathleen & Catherine Smith	N
Proposed closing time is too early. Weekend yard work often completed after that time. Additional pressure on time poor families.	346728	Emma Bonkain	N
In favour of earlier opening time, would like to see closing time 4:30 pm weekdays and 4:00 pm weekends. Requested a Profit & Loss Statement be made available to allow users to make an informed decision on efficiencies. Changes inconvenient to ratepayers.	346704	Roderick Chalmers	Morning - Y, Afternoon - N
People are busy on weekends; weekend afternoons suit a lot of residents. Already hard enough to get to the tip with current hours.	346663	Ian & Di Jamieson	N
Cootamundra	346659	Stacey Taylor	N
Would like current tip times to remain. Existing times are more convenient to the community.	347735	Theresa Rogers	N

8.10.3 TENDER FOR ALBERT PARK - INCLUSIVE PLAYGROUND

DOCUMENT NUMBER	349286
REPORTING OFFICER	Catherine Smith, Procurement Officer
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.1 Decision-making is based on collaborative, transparent and accountable leadership
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	To comply with the tendering conditions of the Local Government Act, 1993 and (General) Regulation, 2005.
POLICY IMPLICATIONS	To comply with Council's Procurement Policy and Guidelines.
ATTACHMENTS	Nil

RECOMMENDATION

- 1. The Open Tendering method for the Inclusive Playground at Albert Park be endorsed.**
- 2. A further report be prepared and submitted for the consideration of Council at the completion of the tendering process.**

Introduction

Council was successful in gaining grant approval to the value of \$200,000 for the NSW Governments, Planning, Industry & Environment, "Everyone Can Play Program" and at its Ordinary meeting on 26th May, 2020 Council resolved (Min. no.157/2020) to match this funding with an additional \$200,000 from the sale of Southern Phone Shares.

The design phase for the playground has now been completed with a focus for kids with disabilities and to bring all children and their families and carers together. This project is being delivered in partnership with the NSW Government, Variety – the Children's Charity NSW/ACT and Council. Staff are now preparing Tender documentation to progress this project.

Discussion

Part 3, Division 1, Section 55 (1)(e) of the Local Government Act, 1993 (the Act) states that councils must invite tenders before entering into any number of contracts, such as a contract for the provision of goods or materials, for amounts over \$250,000 (inc. GST) or contracts expected to exceed two (2) years. Further, Part 7, Division 2, Section 166 of the Local Government (General) Regulation 2005, states that whenever a council is required to invite tenders under the Act, before entering into a contract, the council must decide which method of tendering is to be used.

The following methods may be chosen:

- (a) The open tendering method by which tenders for the proposed contract are invited by public advertisement; or
- (b) The selective tendering method by which invitations to tender for a proposed contract are made following a public advertisement asking for expressions of interest; or
- (c) The selective tendering method by which recognised contractors, selected from a list prepared or adopted by the council, are invited to tender for proposed contracts of a particular kind.

In this instance, open tendering is seen to be the most beneficial and fair method in the case of procuring a suitably qualified Contractor bring this project to life.

9 MOTION OF WHICH NOTICE HAS BEEN GIVEN

Nil

10 QUESTIONS WITH NOTICE**10.1 QUESTIONS WITH NOTICE**

DOCUMENT NUMBER	349559
REPORTING OFFICER	Marianne McInerney, Executive Assistant to the General Manager
AUTHORISING OFFICER	Phillip McMurray, General Manager

RECOMMENDATION

The Questions with Notice from Councillors and related responses from Council officers be noted.

Questions with Notice

The following questions with notice from Councillors have been received with the responses from Council officers provided respectively:

Cr Leigh Bowden – Could the Mayor please tell us about the outcome of the “at length” conversation he has had with ANZ Bank representatives about the closure of the Cootamundra ANZ Branch? Which representatives did he speak to? What representations is Council continuing to make? (CGRC Facebook page, 19 April)

Response from Council Officer – Cr McAlister (Mayor) spoke with Adam Siddique (ANZ Government and Regulatory Affairs) on 15th April, 2021 and received an email detailing some background on the decision to close the Cootamundra ANZ branch which was distributed to Councillors. It also mentioned the bank was making every effort to find redeployment opportunities. Recently correspondence was sent to Mr. Shayne Elliot, CEO ANZ Banking Group Limited. No response has been received at the time of answering these questions.

Cr Leigh Bowden – What strategies have been put in place for community engagement, including councillor input, to update CGRC’s Community Strategic Plan?

Response from Council Officer – A report on the progress of the current Community Strategic Plan is reported to Council for review and to reflect on what has been achieved during the current term of Council and what has not prior to Council entering caretaker mode leading into the next Local Government Elections. After the elections the CSP will be workshopped with the new council and community consultation will commence within the first 3 months of the new term. A Community engagement program is undertaken which includes councillor leadership and involvement, and a draft CSP is prepared. 6-9 months the CSP, Delivery Plan and Operational Plan are finalised and adopted. The Resourcing strategy is updated to enable the achievement of the Delivery Plan and Operational Plan, and then adopted. The undertaking of the new plans commence at the start of the financial year following the election.

Cr Leigh Bowden – What is the situation with Cootamundra's Beach Volleyball Carnival, one of Cootamundra's biggest tourist attractions? Will it go ahead in 2022? Is there money put aside to run it? Now that the s355 Committee has been dissolved will council staff organise and run it?

Response from Council Officer – The Cootamundra Beach Volley Ball Carnival has been a major tourism event for the Cootamundra business community. It has been organised by a committee of many volunteers. Council has made significant contribution to support the annual event since its conception providing bins, staff to empty bins and to assist with toilet cleaning, lending grandstands and moving them to and from the area, spreading and removal of the sand, loaned, installed and removed, traffic bollards and signage, free entry to swimming pool, hire of traffic bollards after introduced terrorism laws changing traffic requirements, staffing including overtime for weekend requirements are the major contributions. The cost to Council for the 2020 Carnival was in the vicinity of \$33,000. Council does not have the resources to undertake coordinating future carnivals at this point in time.

11 CONFIDENTIAL ITEMS

11.1 CLOSED COUNCIL

DOCUMENT NUMBER	349448
REPORTING OFFICER	Marianne McInerney, Executive Assistant to the General Manager
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.3 Cootamundra-Gundagai Regional Council is a premier local government Council
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. Item 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 Item be withheld from the press and public.

11.2 TURNERS LANE LAND SALES

Provisions for Confidentiality

Section 10A (2) (d(i)) – The Confidential Report contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Public Interest

It is considered that discussions of this matter in open Council would, on balance, be contrary to the public interest as it would prejudice Council's ability to secure the optimum outcome for the community..