

Cootamundra-Gundagai Regional Council



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MINUTES

ORDINARY COUNCIL MEETING

COUNCIL CHAMBERS
GUNDAGAI

6.00PM, MONDAY 14 NOVEMBER 2016

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ORDINARY COUNCIL MEETING 14 NOVEMBER 2016

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OPEN FORUM

Council conducts open forum sessions at the commencement of each ordinary meeting. During Open Forum sessions, members of the public are invited to address council on any local government issue.

General questions posed during the Open Forum section may be answered by the Chairperson or may be answered later in writing in the minutes. General Council related questions will be uploaded to Council's website with other Frequently Asked Questions.

Commenced at 6.00pm.

1) CAROLYNE KENNEDY

Mrs Kennedy complained about the progress of the Main Street project, including uneven tiles creating trip hazards to pedestrians while the construction work remains in progress. Mrs Kennedy stated that as well as being uneven, there are gaps between the buildings and the footpath and the pavers are very difficult to clean. She also complained that no bins have been installed at this stage. Mrs Kennedy advised that the construction is affecting parking and business deliveries. She asked whether Council has public liability insurance to cover the construction works.

The General Manager confirmed that Council does hold public liability insurance and advised that Council will inspect the work and check that we are compliant with safety standards.

2) PAUL VERCOE

Mr Vercoe asked whether Council was planning any remedial action for Morley's Creek. The Administrator advised that Council would consider the suggestion.

3) BRIAN TOZER

Mr Tozer thanked the Council for the kerb and guttering that has been installed in Homer Street to Sheridan Street, and asked whether the project would be extended. The Director Engineering Services advised that staff will investigate options for rectifying the next part of the drainage issue.

4) CRAIG STEWART

Mr Stewart thanked Gundagai for doing a good job and asked that we look ahead to do a good job as a new Council.

5) GORDON LINDLEY

Mr Lindley referred to the Open Forum Session of the October Council meeting, stating that some questions had not been answered to his satisfaction. He said that there was a question asked at that session about what was the increase in the Interim General Manager's contract value.

The Interim General Manager referred Mr Lindley to Item 13 of the business paper and advised that his existing contract of employment (as at 12 May 2016) was for a total remuneration of \$216,000, and has been increased to \$271,500.

Mr Lindley asked about employment in Cootamundra and Gundagai, and whether there would be any loss in jobs from the Gundagai area.

The Administrator advised that as at 12 May 2016 there were 51 employees of the former Gundagai Shire Council. The interim organisational structure allows for 53 positions in the Gundagai area.

Mr Lindley stated that the Administrator had not been answering Open Forum questions properly at previous meetings, however that questions had been answered properly at this meeting.

6) CHARLIE SHEAHAN

Mr Sheahan asked what efficiencies were coming out of the amalgamation, given that the Interim General Manager had received a pay rise, and that the Administrator was earning a fee, in addition to continuing fees for the former Councillors, in their roles as LRC and IAG committee members.

The Administrator stated that there is an additional workload in the initial stage of the merger, and that Council does not expect any savings in the first 12 months. She said the amalgamation is a long term project.

The Interim General Manager advised that no ratepayer was ever promised a rate reduction, nor was there a promise that there would be no rate rises. He explained that merger savings were not monetary, and instead would result in an improved ability to do work and provide improved services. He stated that Council had always been honest about that reality.

7) PIP MCALISTER

Mrs McAlister stated that at the first community meeting held in Gundagai after the amalgamation, the Interim General Manager announced that there would never be any savings.

The Interim General Manager agreed with Mrs McAlister, and confirmed that that there would be no financial savings to ratepayers as a result of the amalgamation.

Mrs McAlister asked whether Council's interim organisational structure was a public document, so that ratepayers could contact the correct staff member to deal with a particular issue. The Interim General Manager advised that the organisational structure is on Council's website, and available to anyone. He also advised that members of the public should direct all requests to the customer service area.

Mrs McAlister asked whether Mr Phil McMurray was Deputy General Manager or the Director of Assets.

The Interim General Manager confirmed that Mr McMurray has been appointed as Deputy General Manager through the Local Government Council Amalgamations Proclamation, and that he is also the Interim Director of Assets in the Council's interim structure. When the structure is finalised, it is likely that Mr McMurray would have a permanent role as the Director of Assets.

8) ROSALIND WIGHT

Mrs Wight spoke about the opening of the Visitors Information Centre at the Cootamundra Heritage Centre and the launching of the Rose Garden Book.

Mrs Wight complained that the IAG and LRC members fees were late.

Mrs Wight asked that Council address an outstanding issue relating to her property land title at Rosehill Rd, that has been held up by the Department of Lands for 17 years.

Mrs Wight asked that copies of her Gallipoli Rose Garden book be posted to every person who had made a contribution to the publication, and asked where the book could be purchased. The Interim General Manager advised that it would be sold for \$8.80 from tomorrow.

9) PETER MURRAY

Mr Murray spoke about the legal fees for the Gundagai Shire Council's court action and requested that Council pay the fees.

The Administrator advised that Council would pay its share of the costs, and that the amount is currently in dispute.

Mr Murray suggested that Council incorporate the Dog on the Tuckerbox in to its brand.

The Administrator confirmed that Council would like to involve the community in coming up with these branding ideas.

10) SANDY MELLIS

Mr Mellis raised the issue that there are no public toilets in the main shopping area in Gundagai and requested that Council consider a solution to this. He suggested that there may be land adjacent to the Court House that could be used for this purpose.

The Interim General Manager advised that there is room for two disabled toilets on the corner of Byron and Sheridan Streets, and that it is Council's intention to use some of the infrastructure funding for this project.

Mr Mellis congratulated Council on the progress of the main street project.

THESE ARE THE MINUTES TO THE ORDINARY MEETING OF COOTAMUNDRA GUNDAGAI REGIONAL COUNCIL HELD ON 14 NOVEMBER 2016 IN THE GUNDAGAI COUNCIL CHAMBERS COMMENCING AT 6.33 PM.

PRESENT

Administrator Christine Ferguson

Also Present

Interim General Manager, Interim Director Development and Community, Interim Director Operations, Interim Director Asset Management, Interim Director Corporate Services.

APOLOGIES

Nil

ADOPTION OF MINUTES

That the Minutes of the Meeting of Council held on Monday 10 October 2016 be confirmed as a true and correct record of the meeting.

01/11/16 **RESOLVED – Moved: Ferguson Seconded: Ferguson**

That the Minutes of the Meeting of Council held on Monday 10 October 2016 be confirmed as a true and correct record of the meeting.

2. COUNCIL

1) COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL STRONGER COMMUNITIES FUND

In accordance with the *Local Government Act 1993* and the *Local Government (General) Regulation 2005*, in the opinion of the General Manager, this item of business is of a kind referred to in section 10A(2)(c) of the *Local Government Act 1993*, and should be dealt with in a part of the meeting closed to the media and public.

10A(2)(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

RECOMMENDATION

- 1. That Council resolve to enter into Closed Council to consider Item 1.**
- 2. That the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2)(c) of the *Local Government Act 1993*.**
- 3. That the correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the *Local Government Act 1993*.**

02/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

- 1. That Council resolve to enter into Closed Council to consider Item 1.**
- 2. That the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2)(c) of the *Local Government Act 1993*.**
- 3. That the correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the *Local Government Act 1993*.**

2) CORPORATE BRANDING

Introduction

Every Council sign, letter, leaflet, uniform, building and website is part of Council's corporate brand.

To strengthen the image of the newly amalgamated Cootamundra-Gundagai Regional Council (CGRC), a Corporate Branding and Community Engagement Project has begun, to create a new visual image of CGRC. The new CGRC brand will see the production of a defined, professional logo and visual identity that embraces our shared values and our vision for the future, through an extensive community engagement process.

Discussion

A Corporate Branding and Community Engagement Project Brief was distributed to known graphic designers in the region and made publicly available via the CGRC website in August 2016, with expressions of interest collated, and interviews held with potential providers in October 2016.

Angela Pearce Graphic Design, of Adelong, has been selected as Council's consultant. She will be working in collaboration with others and will see the project progress through the stages of community consultation, design and delivery.

Community consultation will be carried out during November and December, with Council seeking information from the residents of Cootamundra and Gundagai, and villages, to identify symbols, colour palettes and design elements that represent the values and image of our new Council area.

Feedback will be collected through an online survey, community forums, flyers and public booths. Once the responses have been collated, logo design proposals for the new Council will be shared with the community for comment, with the final brand and corporate identity to be unveiled early 2017.

RECOMMENDATION

That Council endorse the appointment of Angela Pierce Graphic Design to undertake the corporate branding project for Cootamundra-Gundagai Regional Council.

03/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That Council endorse the appointment of Angela Pierce Graphic Design to undertake the corporate branding project for Cootamundra-Gundagai Regional Council.

3) TABLING OF PECUNIARY INTEREST RETURNS

Introduction

The Administrator and other designated personnel at Council are required to prepare and submit a statement of pecuniary interests and other matters upon their commencement of office and to update it annually.

Discussion

Section 449(3) of the Local Government Act 1993 (NSW) requires designated persons to lodge a pecuniary interest return in the form prescribed by the Local Government (General) Regulation 2005 (NSW). These statements have been completed for the year ended 30 June 2016 and filed on Council's register of returns.

Section 450A requires the General Manager to table the pecuniary interest returns lodged at a meeting of Council. The pecuniary interest returns can be inspected by any person and assist in ensuring transparency and accountability in local government decision-making.

RECOMMENDATION

That the register of pecuniary interest returns be tabled.

04/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That the register of pecuniary interest returns be tabled.

6. PLANT

4) PARKS AND GARDENS OUTFRONT MOWER REPLACEMENT

Introduction

In 2013 Cootamundra Shire Council purchased a Toro 5910 wide area mower. The purchase of this machine greatly improved the overall efficiency of the Cootamundra sporting grounds and airport mowing practices.

At the time of the purchase, the replacement of the ageing Iseki out-front mowers was discussed and it was decided that the units continue to be used while the full effects of the new wide area mower was assessed.

Discussion

The efficiencies gained by the 2013 purchase of the Toro 5910 wide area mower have proven to be beneficial, with the mower delivering better productivity and a higher quality cut.

Since 2013 the wide area mower has been used to mow the sporting grounds, the airport and the open turf areas in the larger town parks. The Iseki mower has primarily been used for mowing the parks, Muttama Creek areas and street verges in the town area. While the Iseki has performed well over the years the machine is a 2008 model and now has 7,298 hours registered, which is high for a 30 horsepower machine.

Due to the age and condition of the Iseki machine Council recently went to the Local Government Procurement vendor panel with an expression of interest to supply a new outfront mower for Council. The expression of interest request specified minimum requirements being; an out-front mower with a minimum 1750mm deck with options for larger deck sizes, and prices for cabin and non-cabin machines. This left manufacturers with the ability to submit prices on a wide range of machines which then could be assessed by staff for suitability and efficiency for the mowing task already completed by the current Iseki machine.

Council received three expression of interest submissions through the LGP vendor panel process and the three submission's form **TABLED DOCUMENT 1 NOVEMBER 2016 Pages 1-6.**

When assessing the submissions staff considered the current mowing demands and the possibility that the mowing area of the new mower may be expanded to include some areas that have traditionally been completed by tractor and slashers.

From the models submitted it appeared that the Toro 4010 had the highest productivity and would be the more durable machine, due to its higher horsepower and factory designed and fitted cabin. Whilst the Toro 4010 machine was over twice the price of the John Deere 1575, with the Toro being able to achieve the current mowing output of the current Iseki machine in almost half the time it would leave the operator more time to do additional areas. The additional areas have traditionally been slashed or mown by other outdoor staff members with tractors and slashers.

By having capacity and ability to be able to complete additional areas it is expected that Council will achieve savings through reduced wages and plant cost involved in the current tractor and slashing operation, currently costed at \$64.00 per hour.

RECOMMENDATION

That Council purchase the Toro 4010 from Bayldon Ag for delivered price including GST, NSW Registration Kit and NSW Registration of \$105,302.97.

05/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That Council purchase the Toro 4010 from Bayldon Ag for delivered price including GST, NSW Registration Kit and NSW Registration of \$105,302.97.

FACILITIES GROUP

10. SWIMMING POOL

5) GUNDAGAI MEMORIAL SWIMMING POOL

Introduction

The opening of the Gundagai Memorial Swimming Pool for the 2016/2017 season was delayed by one week due to the high water levels in Morley's Creek and works required to be completed on the new water heating system. The pool was originally scheduled to open on 26 October 2016, however, with the delay the pool opened on 2 November 2016.

Discussion

The Gundagai pool has a commercial pool cleaner, however, the unit is designed for 25 to 30 meter pools and due to its size does not cover the 50 meter pool floor in its designed run times. The size and cleaning speed of the unit currently means that pool operators do the initial cleaning manually, cleaning the pool floor by using an old pole broom and pump vacuum system. The operator then uses the pool cleaner supplemented with the manual system throughout the pool season.

When preparing the pool for its final cleaning the discharge pipeline needs to be opened to be able to clean and flush out the water. The higher flood levels enabled dirty water from the creek to enter the pool through the discharge pipework when the discharge pipe was opened, so the pipework was shut off and kept closed until the creek water receded enough to allow for the pool to be completely cleaned and drained.

With the opening date delayed this year it was important for the pool be filled, water cleaned and chemically balanced for swimming in a short time frame and it was apparent that the use of the manual system and small cleaner would be slow. To speed the process up it was decided to take the 50 meter commercial pool cleaner from the Cootamundra Swimming pool and use it in the Gundagai pool. This proved successful with the pool being cleaned and ready to use within three days.

The use of the Cootamundra Pool's larger bodied pool cleaner demonstrated the need for a 50 meter pool cleaner for the Gundagai pool. The Cootamundra unit, which is a longer bodied track drive machine, did have difficulty coming up out of the deep end of the Gundagai pool when driving over the change of angle and on some occasions was stuck.

Realising the problems the Cootamundra unit had, local pool equipment suppliers were contacted to establish if there are 50 meter commercial cleaning units with a shorter drive design in the market.

It was found that there is a 50 meter pool unit being the Typhoon Max **TABLED DOCUMENT 2 NOVEMBER 2016 Pages 7-10** which has a very similar drive system to the existing Gundagai cleaner and would be able to handle the slopes and change of grades in the Gundagai pool. Pricing for the machine was requested from a regional distributor who advised that the Typhoon Max unit has been upgraded and manufacture of the model requested has ceased. Some old stock units remain available and the distributor was able to supply Council with the following two options for the purchase of a Typhoon Max unit **TABLED DOCUMENT 3 NOVEMBER 2016 Page 11.**

Option 1 - The purchase of Austral Pools Typhoon Max Demonstrator unit with approximately 400 hrs of work recorded for \$10,000.00 GST inclusive. (12 Months warranty)

Option 2 - The purchase of a new Austral Pools Typhoon Max unit (Old Model) \$11,490.00 GST inclusive. (2 Years warranty)

The recommend retail pricing for the Typhoon Max was listed at \$18,000.00 +GST

Acknowledging the unit is a run out model the distributor assured staff that there are plenty of the units in circulation and parts and accessories would still be readily available for years to come. There have been two cleaning units used at Cootamundra Swimming pool; the first one lasting in excess of ten years, and the current one having been used for the last three years. When considering the units drive type and the reduction in the purchase price suits councils needs and taking in to account the longevity of the units under normal summer swimming season usage the purchase of an older model unit does not appear to be an issue.

RECOMMENDATION

That Council Purchase a Typhoon Max 50 Meter Commercial Pool Cleaner from Total Creations for \$11,490.00 GST inclusive.

06/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That Council Purchase a Typhoon Max 50 Meter Commercial Pool Cleaner from Total Creations for \$11,490.00 GST inclusive.

6) COOTAMUNDRA POOL FITNESS PASSPORT PROPOSAL

Introduction

Council received an approach in April 2016 from Fitness Passport to allow the Cootamundra Swimming Pool to be a part of the Fitness Passport Program.

Discussion

Following the initial approach ongoing discussions have taken place and evidence on the Fitness Passport program has been sourced from other facilities involved **TABLED DOCUMENT 4 NOVEMBER 2016 Page 12**

Fitness Passport is an organisation that manages Corporate Fitness Programs for employees (and their immediate family members) of large Government organisations. In our region these are the Health Service, Ambulance, Work Cover and Essential Energy.

On the latest correspondence **TABLED DOCUMENT 5 NOVEMBER 2016 Page 13** Fitness Passport are offering Council a one rate price across all months of the year for adults/children or spectators of \$3.50. This pricing would appear to be advantageous to Council as it is expected that the majority of usage would be in the summer season. The \$3.50 pricing would be above the summer entry price of \$3.00 per adult and \$2.00 per child/pensioner. This pricing structure would also make it easier for Council's finance staff in the preparation of the monthly totals and invoicing to Fitness Passport.

Fitness Passport have provided Council with sign on sheets and examples of their membership cards, both of which must be presented upon entry **TABLED DOCUMENT 6 NOVEMBER 2016 Pages 14-15**. Their system seems to be organised and auditable and should not impose any unreasonable workload on Council Staff and does not affect ordinary pricing.

RECOMMENDATION

That Council approve the Cootamundra Swimming Pool facility being included in the Fitness Passport Program, including the \$3.50 per visit pricing structure.

07/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That Council approve the Cootamundra Swimming Pool facility being included in the Fitness Passport Program, including the \$3.50 per visit pricing structure.

SERVICES GROUP

15. NOXIOUS WEEDS

7) RIVERINA WEED ACTION PROGRAM (WAP) 2016/2017

Introduction

Each year the NSW Government, via the regional Noxious Weeds Advisory Groups, in this region is the Riverina LLS Regional Weeds Committee, allocates funding for weed control in the region.

Discussion

The Weed Action Program for the 2015/2016 and 2016/2017 Riverina LLS Regional Weeds Committee group of Council's forms **TABLED DOCUMENT 7 NOVEMBER 2016 Pages 16-17.**

The document shows the allocation and commitment for both the old Cootamundra and Gundagai council's separately for the 2016/17 financial year.

The total figure for Cootamundra is \$60,984.33, compared to \$62,349.11 in 2015/16, a decrease of \$1,364.78. This decrease is due to the State reducing funding by \$2,144.78 and Council increasing it funding by \$780.00

The total figure for Gundagai is \$78,765.23, compared to \$81,701.19 in 2015/16, a decrease of \$2,935.96. This decrease is due to the state reducing funding by the full \$2,935.96 and Council commitment remaining the same as in the 2015/16 year.

The Weed Action Program funding was originally introduced as a five year program in 2010. The original program was completed in 2015 but has continued for the past two years with reduced funding in each of those years. While the reduced funding is a concern, the fact that the State Government will not give any commitment to the ongoing funding past the financial year is more worrying.

RECOMMENDATION

That Council write to the State Government (Department of Primary industries) requesting an ongoing commitment to, and increase in funding for, the Weed Action Program in regional areas.

08/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That Council write to the State Government (Department of Primary industries) requesting an ongoing commitment to, and increase in funding for, the Weed Action Program in regional areas.

8) DRAFT PRIORITY WEEDS LIST – BIOSECURITY

Introduction

The Riverina LLS Regional Weed Committee has released the draft Priority Weeds List for Biosecurity to Council members for discussion and feedback prior to 25 November 2016.

Discussion

Council has received a copy of the draft priority weed List **TABLED DOCUMENT 8 NOVEMBER 2016 Pages 18-21** which has been reviewed by Council's Noxious Weeds Officer who is happy with the content and format. Following the feedback period the document will be released for a community consultation period prior to be formally adopted and distributed.

RECOMMENDATION

That Council respond to the Riverina LLS Regional Weed Committee and endorse the draft Priority Weeds List for Biosecurity at the next Riverina LLS Weed Committee meeting on 6 December 2016.

09/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That Council respond to the Riverina LLS Regional Weed Committee and endorse the draft Priority Weeds List for Biosecurity at the next Riverina LLS Weed Committee meeting on 6 December 2016.

WORKS GROUP

21. STATE ROADS

9) RE-SEALING CONTRACT 2015/16

Introduction

The previous Gundagai Shire Council had a contract negotiated through Local Government Procurement with Boral Asphalt for the resealing of bitumen roads. This contract was for the 12 months expiring 30 October 2016 with an option for an extension to 30 October 2017.

Discussion

Boral Asphalt has requested that Council enact the option for the extension, and has submitted new rates for Gundagai area of CGRC.

The rates submitted by Boral are a fair and equitable increase based on the rise and fall of bitumen process and incorporating CPI. See **TABLED DOCUMENT 9 NOVEMBER 2016 Pages 22-23.**

Boral have been undertaking the works with high quality and have more than adequately met the safety and environmental requirements of the contract. Therefore it is in Council's interest to approve the proposed extension of the resealing contract for the nominated 12 month period, as allowed in the original contract, with the new rates as tabled.

RECOMMENDATION

That Council extend Resealing Contract 2015/16 with Boral Asphalt for a 12 month period until 30 October 2017, within the Gundagai area of CGRC.

10/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That Council extend Resealing Contract 2015/16 with Boral Asphalt for a 12 month period until 30 October 2017, within the Gundagai area of CGRC.

22. REGIONAL ROADS

10) PETITION - CAUSEWAY, YAMMATREE ROAD

Introduction

Council has received a petition signed by seven (7) residents regarding the Causeway on Yammatee Road across Burra Creek. The accompanying supporting letter notes that the causeway has been impassable to traffic on seven (7) separate occasions this year with closures that have lasted up to a full week. **TABLED DOCUMENT 10 NOVEMBER 2016**
Page 24.

Discussion

Yammatee Road is classified as a local access road which services around 7 houses and connects back into Gundagai via Burra Road. Yammatee Road itself is approximately 18km in length and eventually links to Muttama Road at Brawlin. The existing Causeway is a raised concrete Causeway with a flood height marker on the Burra Road approach.

A rough estimate to rectify the issue is in the order of \$120,000 (subject to survey and full design) which would involve the removal and replacement of the existing slab, placement of suitably sized box culverts, placement of a topping slab to allow for overtopping in extreme events and an allowance for scour protection and approach roadworks.

Even undertaking these works will still not alleviate extreme event flooding as the road approaches on the Burra Road side are low and in high flow events would also become inundated.

It should also be noted that this year has had exceptionally rare weather conditions with the continual wet winter. While not ideal there is alternative access available via Muttama Road, with an extended distance of approximately 40 km maximum. This situation has been in place for many years with the reported closures being minimal. It appears that the extended wet winter this year with the extraordinary weather conditions has caused the problem.

In considering whether this project should be funded, Council's existing priorities will also need to be taken into account, with road conditions across the entire Local Government Area being tested by the current extreme and out of the ordinary weather conditions.

Rather than commit funding to this project Council should monitor the road and the causeway in normal year events.

RECOMMENDATION

That Council advise the organisers of the petition requesting improvements to the Causeway on Yammatee Road over Burra Creek that Council is not in a position to undertake any improvement works in the current financial year and that Council will continue to monitor the situation.

11/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That Council advise the organisers of the petition requesting improvements to the Causeway on Yammatee Road over Burra Creek that Council is not in a position to undertake any improvement works in the current financial year and that Council will continue to monitor the situation.

11) RESTART NSW FUNDING DEED FOR FIXING COUNTRY ROADS

Introduction

In July 2016, Council was advised it had been successful in its application for funds under Round Two of the Restart NSW Governments Fixing Country Roads Program.

Discussion

The project submitted was for the reconstruction of the Gundagai Road/Cowcumbra Street intersection and upgrading of the Muttama Creek causeway on Cowcumbra Street. This work would then give better and safer access to the industrial area as well as improve the access across the causeway in times of high flows along Muttama Creek.

Council has been allocated \$720,000 from the Fixing Country Roads Program which will to be supplemented by \$250,000 Council has allocated to the intersection upgrade from the Roads to Recovery Program. **TABLED DOCUMENT 11 NOVEMBER 2016 Pages 25-47**

As part of the funding program, a funding deed now needs to be signed and affixed with Council's common seal.

RECOMMENDATION

That Council accept and sign the Restart NSW Funding Deed under Seal of Council.

12/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That Council accept and sign the Restart NSW Funding Deed under Seal of Council.

26. HUMAN RESOURCES

12) EMPLOYEE ASSISTANCE POLICY

Introduction

The Human Factor, or the impact of change on people, is the most challenging aspect of implementing change. A vitally important consideration for the implementation of major change in an organisation is to ensure that staff support strategies are in place.

Discussion

Both Gundagai Shire and Cootamundra Shire Councils had existing employee assistance provisions in place prior to amalgamation and employee assistance has been made available to staff since the amalgamation announcement.

There were some differences in approach of the former policies, particularly in relation to how employees could access such services, whether this was by management referral or self-referral, and the level of confidentiality and privacy this provided the employee.

It is vital that staff are provided equitable access to employee assistance and a revised policy has been developed in consultation with staff through the Consultative Committee. The staff endorsed policy is provided as **TABLED DOCUMENT 12 NOVEMBER 2016 Pages 48-49.**

Best Practice Employee Assistance Programmes (EAP's) promote the necessity of confidential services for their success as a proactive risk management tool to prevent and reduce illness, injury and absenteeism. It is however recommended that staff are generally open and supportive of their colleagues and that employees experiencing difficulty be encouraged to seek the internal support of supervisors or human resources staff.

The Employee Assistance Policy allows for either management referral or self-referral for up to three (3) funded consultations with a counsellor per annum. It also allows access for any family member living at the same address as the employee. The programme will be available through a combination of local fee-for-service providers and a corporate provider on a capitated fee model.

RECOMMENDATION

That Council adopt the revised Employee Assistance Policy.

13/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That Council adopt the revised Employee Assistance Policy.

13) GENERAL MANAGERS REMUNERATION

Introduction

On 22 September 2016 the Interim General Manager entered into a new two year contract of employment with Cootamundra-Gundagai Regional Council (CGRC), commencing on 16 May 2016 (first pay period following 12 May 2016) and concluding on 15 May 2018, for a total remuneration of \$271,500 per annum comprising; \$237,945 salary, \$10,000 motor vehicle, \$23,555 superannuation.

Discussion

CGRC was created by the Local Government (Council Amalgamations) Proclamation 2016 (the Proclamation), on 12 May 2016, originally as Gundagai Council. Schedule 7 Clause 4 of the Proclamation named Ken Trethewey as Interim General Manager (IGM).

This was the decision of the NSW Government following an interview process required by the Department of Premier and Cabinet (DPC) in the lead up to the Proclamation. The interview process was conducted for the DPC by Hudson Talent Management, a large recruitment company often used by the NSW Government for recruitment of senior public servants. A copy of the invitation to attend forms **TABLED DOCUMENT 13 NOVEMBER 2016 Pages 50-51.**

Following the appointment of the IGM, and at the request of the IGM, the appointed Administrator contacted the DPC regarding the appropriate salary for the IGM during the merger implementation period. DPC provided the Administrator with information about the Hudson Talent Management assessments and suggested that the Administrator contact Mercer, a separate company used by the NSW Government to set remuneration rates, to seek an independent assessment of the role and recommend an appropriate remuneration level. This Mercer independent assessment forms **TABLED DOCUMENT 14 NOVEMBER 2016 Pages 52-59.**

Subsequently the IGM entered into a new Standard Contract of Employment for General Managers in NSW, including the role description developed by Hudson Talent Management and used by Mercer in its assessment. A Performance Agreement based on the role description is being developed and an annual review will be undertaken by the Administrator in March/April 2017.

RECOMMENDATION

That Council note the information.

14/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That Council note the information.

DEVELOPMENT GROUP

30. DEVELOPMENT CONTROL

14) DEVELOPMENT APPLICATION DA2016/93 TWO LOT INDUSTRIAL LAND SUBDIVISION, GUNDAGAI ROAD, COOTAMUNDRA

Introduction

The purpose of this report is to give consideration to a development application for a two lot industrial land subdivision of 107 Gundagai Road, Cootamundra.

Applicant

Agland Industries – Cootamundra
C/- CMS Surveyors
PO Box 525
Cootamundra NSW 2590

Owner

Phillip and Lisa Hines
C/- Agland Industries
PO Box 502
Cootamundra NSW 2590

Property Description

The subject property is Lot 13 DP1151404, 107 Gundagai Road Cootamundra.

The property is located on the southwest intersection of Gundagai Road and Cowcumbra Street and contains an existing commercial premises and associated outbuildings. A location plan of the property is provided as **TABLED DOCUMENT 15 NOVEMBER 2016 Page 60.**

Zoning

The property is situated in the IN1 “General Industrial” Zone in the Cootamundra LEP 2013

Proposal

The application seeks Council consent to subdivide the property into two industrial allotments with an approximate area of:

- (1) Proposed Lot 3 – 2.690 hectares
- (2) Proposed Lot 4 – 1.699 hectares

A plan of the proposed subdivision is provided as **TABLED DOCUMENT 16 NOVEMBER 2016 Page 61.**

Existing Use

The site currently contains an existing approved commercial premises (rural supplies and workshop) and associated outbuildings.

Proposed Lot 3 will be primarily vacant with the exception of an existing old shed located on the western side of the allotment.

Proposed Lot 4 will contain the existing buildings and commercial premises. An existing easement for power transmission will be confined within this allotment.

Discussion

Industrial Land Use Strategy

The property is situated within the Gundagai Road area that was identified as being suitable for general industrial land subdivision in the Industrial Land Use Study and Strategy adopted by Council in 2010.

Cootamundra LEP 2013

The proposed subdivision is permissible with Council's consent in the land use table to Zone IN1 "General Industrial". There is no Minimum Lot Size for the subdivision of this land in the LEP.

Services

Telecommunications and electricity will be required to be provided to the new vacant lot (proposed Lot 3).

A reticulated water supply is available to the property and the developer will be required to make application to Council for an additional water service to be provided to proposed Lot 3. Headworks charges will apply in accordance with Goldenfields Water County Council charges.

Sewer access is not available at present to the site, a sewer main extension to service the existing use and a large vacant site is deemed as unnecessary at present. Possible future uses or subsequent subdivision may result in sewer services being extended to the property at the cost of any future developer.

Section 94 Contributions Plan

The property is situated within the area that is NOT subject to the "Cootamundra Section 94 Development Contributions Plan 2014". No Section 94 Contributions are required.

Site access

The existing driveways that are used to access proposed Lot 4 from Gundagai Road and Cowcumbra Street will remain and are considered satisfactory.

All access points for both allotments, including existing access points shall be bitumen sealed from road edge to property boundary with appropriate concrete dish drains or culverts (Minimum 375mm diameter) required to be installed.

Council has planned major reconstruction works scheduled for the Gundagai Road/Cowcumbra Street Intersection involving the reconstruction of road surface and stormwater in the vicinity. It would be desirable for the applicant to enter into a deed agreement with Council to undertake all required access works as part of these reconstruction works.

Environmental Planning & Assessment Act 1979

Council must consider all of the matters referred to in sections 5, 5A, 5B and 79C of the Environmental Planning and Assessment, 1979 before making an assessment of a development application. All of these sections have been duly taken into account in making the following recommendation.

At the time this report was drafted the application was subject to a neighbour notification period. This notification period closes at 5:00pm on 10 November 2016. If Council were to receive any objection submissions, further assessment of the application will need to be undertaken and a subsequent report submitted to Council's December Meeting.

Council's Section 79C Assessment Report for DA2016/093 is attached as **TABLED DOCUMENT 17 NOVEMBER 2016 Pages 62-66.**

RECOMMENDATION

- 1. If no objections are received during the neighbour notification period, Council approve Development Application DA2016/093 to subdivide Lot 13 DP1151404 into two lots, subject to the following conditions.**
- 2. If objections are received, the report is carried over until the December meeting of Council to allow for additional development assessment processes to be undertaken.**

GENERAL CONDITIONS

(1) GEN Condition - Compliance with Council

The Development being completed in accordance with Development Application Number DA2016/93, Lodged 20 September 2016, and in accordance with the plans and specifications stamped by Council, and the Statement of Environmental Effects, except where varied by conditions of this consent.

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

(2) GEN Condition – Public Land Costs

Costs attributed to all work involved on public land shall be borne by the proponent.

Reason: Need for applicants to be reasonable for costs arising as a result of development work

(3) GEN Condition – Subdivision Telecommunication Services.

The provision of separate telecommunications services to proposed Lots indicated on the sketch plan submitted with the development application, at the full cost of the applicant.

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

(4) GEN Condition – Subdivision Services Consent.

The applicant shall obtain consent from the appropriate supply authority relating to water, electricity, gas and telephone. Work required is to be completed by the applicant in accordance with the consent authority conditions.

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

(5) GEN Condition – Subdivision Electrical Supply.

The provision of a separate electrical supply line to proposed Lots as indicated on the sketch plan submitted with the development application, at the full cost of the applicant.

Reason: To ensure that existing services can be separately metered in the event of separate titles being issued.

(6) GEN Condition – Subdivision Electricity Availability.

The applicant shall obtain a Certificate of Compliance from the electricity authority with respect to the division of land. You should contact the Planning Co-ordinator at Essential Energy on 6933 5807 or at PO Box 5940, Wagga Wagga, 2650 for assistance.

Reason: To ensure that utility providers have the opportunity to comment on any requirements that they may have with respect to the division of land.

PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

(1) PSC Condition – Formal Plan of Subdivision.

A formal Plan of Subdivision being prepared generally in accordance with the plan submitted with the Development Application DA2016/93 Lodged 20 September 2016 referenced Drawing No.8729A dated 1 September 2016 and prepared by CMS Surveyors.

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

(2) PSC Condition – Subdivision Plan Release - Other Authorities.

The requirements of other public utility authorities shall be satisfied prior to Council releasing the Subdivision Plan.

***Reason:** To ensure that the requirements of public authorities are met prior to work commencing.*

(3) PSC Condition – Registration of Subdivision Plans.

In accordance with s.109C of the Environmental Planning & Assessment Act, the applicant is required to obtain a subdivision certificate from the consent authority that will authorise the registration of the plan of subdivision under Division 3 of Part 23 of the Conveyancing Act, 1919. The subdivision certificate is in the format supplied to the consent authority upon the plan acceptable to the Registrar General.

***Reason:** The legal obligations of Council to administer the Environmental Planning & Assessment Act, 1979.*

(4) PSC Condition – Payment of Water Head Works Charges (Torrens Title Subdivisions).

The payment to Council of the current Goldenfields Water County Council Water Supply Head Works Infrastructure Contribution Charge (currently \$7,135.00 per lot for 20mm service) for one allotment as shown on the subdivision plan as submitted, at the full cost of the developer.

***Reason:** To satisfy developer contributions under Section 64 of the Local Government Act 1993.*

(5) PSC Condition – Vehicle Access

Appropriate vehicle access is to be provided to all allotments in accordance with Council engineering department requirements at the full cost of the developer.

Stormwater drainage crossings and bitumen sealing to the property boundary are required to be installed to all vehicle access points prior to release of subdivision certificate

Reason: *To ensure appropriate vehicle access is provided to all allotments.*

15/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

1. If no objections are received during the neighbour notification period, Council approve Development Application DA2016/093 to subdivide Lot 13 DP1151404 into two lots, subject to the following conditions.
2. If objections are received, the report is carried over until the December meeting of Council to allow for additional development assessment processes to be undertaken.

GENERAL CONDITIONS

(1) GEN Condition - Compliance with Council

The Development being completed in accordance with Development Application Number DA2016/93, Lodged 20 September 2016, and in accordance with the plans and specifications stamped by Council, and the Statement of Environmental Effects, except where varied by conditions of this consent.

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

(2) GEN Condition – Public Land Costs

Costs attributed to all work involved on public land shall be borne by the proponent.

Reason: *Need for applicants to be reasonable for costs arising as a result of development work*

(3) GEN Condition – Subdivision Telecommunication Services.

The provision of separate telecommunications services to proposed Lots indicated on the sketch plan submitted with the development application, at the full cost of the applicant.

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

(4) GEN Condition – Subdivision Services Consent.

The applicant shall obtain consent from the appropriate supply authority relating to water, electricity, gas and telephone. Work required is to be completed by the applicant in accordance with the consent authority conditions.

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

(5) GEN Condition – Subdivision Electrical Supply.

The provision of a separate electrical supply line to proposed Lots as indicated on the sketch plan submitted with the development application, at the full cost of the applicant.

***Reason:** To ensure that existing services can be separately metered in the event of separate titles being issued.*

(6) GEN Condition – Subdivision Electricity Availability.

The applicant shall obtain a Certificate of Compliance from the electricity authority with respect to the division of land. You should contact the Planning Co-ordinator at Essential Energy on 6933 5807 or at PO Box 5940, Wagga Wagga, 2650 for assistance.

***Reason:** To ensure that utility providers have the opportunity to comment on any requirements that they may have with respect to the division of land.*

PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

(1) PSC Condition – Formal Plan of Subdivision.

A formal Plan of Subdivision being prepared generally in accordance with the plan submitted with the Development Application DA2016/93 Lodged 20 September 2016 referenced Drawing No.8729A dated 1 September 2016 and prepared by CMS Surveyors.

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

(2) PSC Condition – Subdivision Plan Release - Other Authorities.

The requirements of other public utility authorities shall be satisfied prior to Council releasing the Subdivision Plan.

Reason: To ensure that the requirements of public authorities are met prior to work commencing.

(3) PSC Condition – Registration of Subdivision Plans.

In accordance with s.109C of the Environmental Planning & Assessment Act, the applicant is required to obtain a subdivision certificate from the consent authority that will authorise the registration of the plan of subdivision under Division 3 of Part 23 of the Conveyancing Act, 1919. The subdivision certificate is in the format supplied to the consent authority upon the plan acceptable to the Registrar General.

Reason: The legal obligations of Council to administer the Environmental Planning & Assessment Act, 1979.

(4) PSC Condition – Payment of Water Head Works Charges (Torrens Title Subdivisions).

The payment to Council of the current Goldenfields Water County Council Water Supply Head Works Infrastructure Contribution Charge (currently \$7,135.00 per lot for 20mm service) for one allotment as shown on the subdivision plan as submitted, at the full cost of the developer.

Reason: To satisfy developer contributions under Section 64 of the Local Government Act 1993.

(5) PSC Condition – Vehicle Access

Appropriate vehicle access is to be provided to all allotments in accordance with Council engineering department requirements at the full cost of the developer.

Stormwater drainage crossings and bitumen sealing to the property boundary are required to be installed to all vehicle access points prior to release of subdivision certificate

Reason: To ensure appropriate vehicle access is provided to all allotments.

VOTING RECORD for Minute 15/11/16 - DEVELOPMENT APPLICATION DA2016/93 TWO LOT INDUSTRIAL LAND SUBDIVISION, GUNDAGAI ROAD, COOTAMUNDRA	
FOR RESOLUTION	AGAINST RESOLUTION
Christine Ferguson	Nil
ABSENT	DECLARED INTEREST
Nil	Nil

**15) DEVELOPMENT APPLICATION DA184/2016 NEW GYM/STORAGE SHED, ANZAC
PARK, LONDON STREET, GUNDAGAI**

Introduction

The purpose of this report is to give consideration to a development application to erect a new Gym and Storage Shed on Council Land, being ANZAC Park, Landon Street Gundagai.

Applicant

Kieron Pearce
Gundagai Tigers RLFC
PO Box 48
Gundagai NSW 2722

Owner

Cootamundra-Gundagai Regional Council
PO Box 420
Cootamundra NSW 2590

Property Description

The subject property is Lot 1 DP1154913, ANZAC Park, Landon Street Gundagai.

The property is located on crown land reserve under Council trust and contains an existing recreational facilities grounds and associated outbuildings. A location plan of the property is provided as **TABLED DOCUMENT 18 NOVEMBER 2016 Pages 67-68.**

Zoning

The property is situated in the RE1 "Public Recreation" Zone in the Gundagai LEP 2011.

Proposal

The application seeks Council consent to erect an open 16 metre long x 7 metre wide shed for use as a gym and storage.

The shed will be sited between the existing canteen building and ANZAC memorial, well clear of existing structures or boundaries.

Submitted plans of the proposed gym/storage shed is provided as **TABLED DOCUMENT 19 NOVEMBER 2016 Page 69.**

Existing Use

The site currently contains a number of improvements used for a range of sporting and other community recreational activities. The main use in the vicinity of the new building is associated with the Gundagai Tigers Rugby League Football Club.

Discussion

Gundagai LEP 2011

The proposed subdivision is permissible with Council's consent in the land use table to Zone RE1 "Public Recreation"

Environmental Planning & Assessment Act 1979

Council must consider all of the matters referred to in sections 5, 5A, 5B and 79C of the Environmental Planning and Assessment, 1979 before making an assessment of a development application. All of these sections have been duly taken into account in making the following recommendation.

Council's Section 79C Assessment Report for DA184/2016 is attached as **TABLED DOCUMENT 20 NOVEMBER 2016 Pages 70-73.**

RECOMMENDATION

That Council approve Development Application DA184/2016 to erect a new gym/storage shed on Lot 1 DP1154913, subject to the following conditions.

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, and the Statement of Environmental Effects, except where varied by conditions of this consent.

***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 – Flood Prone Land.

The building is to be designed and constructed in such a manner and of such materials as to minimise the likelihood of damage to the building in the event of flooding.

A list of suitable materials shall be provided to the Principal Certifying Authority along with provisions of electrical power installation and flood free storage.

***Reason:** To reduce the likelihood of damage from flood waters. Section 79C(1)(c) of the Environmental Planning & Assessment Act 1979, as amended.*

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 – 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 - 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.

(5) 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.

(6) 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.

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.

(2) POC Condition – Compliance Certificates.

Prior to occupation of the building an Occupation Certificate is to be obtained. If Council is requested to issue the Occupation Certificate, all relevant compliance certificates must be submitted.

***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 – 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.*

(2) 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.*

16/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That Council approve Development Application DA184/2016 to erect a new gym/storage shed on Lot 1 DP1154913, subject to the following conditions.

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, and the Statement of Environmental Effects, except where varied by conditions of this consent.

***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

(2) PCC Condition – Flood Prone Land.

The building is to be designed and constructed in such a manner and of such materials as to minimise the likelihood of damage to the building in the event of flooding.

A list of suitable materials shall be provided to the Principal Certifying Authority along with provisions of electrical power installation and flood free storage.

***Reason:** To reduce the likelihood of damage from flood waters. Section 79C(1)(c) of the Environmental Planning & Assessment Act 1979, as amended.*

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:-

5. 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
6. the person having the benefit of the development consent has:
 - c. appointed a principal certifying authority for the building work, and
 - d. notified the principal certifying authority that the person will carry out the building work as an owner-builder, if that is the case, and
7. the principal certifying authority has, no later than 2 days before building works commences:
 - c. notified the consent authority and the council (if the council is not the consent authority) of his or her appointment, and
 - d. 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
8. the person having the benefit of the development consent, if not carrying out the work as an owner-builder, has,
 - d. appointed a principal contractor for the building work who must be the holder of a contractor licence if any residential work is involved, and
 - e. notified the principal certifying authority of any such appointment, and
 - f. 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: -

4. Statement that unauthorised entry to the site is not permitted
5. 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
6. 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 – 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 - 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.

(5) 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.

(6) 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.

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.

(2) POC Condition – Compliance Certificates.

Prior to occupation of the building an Occupation Certificate is to be obtained. If Council is requested to issue the Occupation Certificate, all relevant compliance certificates must be submitted.

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 – 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.

(2) 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.

VOTING RECORD for Minute 16/11/16 - DEVELOPMENT APPLICATION DA184/2016 NEW GYM/STORAGE SHED, ANZAC PARK, LANDON STREET, GUNDAGAI	
FOR RESOLUTION	AGAINST RESOLUTION
Christine Ferguson	Nil
ABSENT	DECLARED INTEREST
Nil	Nil

**16) DEVELOPMENT APPLICATION DA2016/109, BOUNDARY ADJUSTMENT
SUBDIVISION POOLE STREET COOTAMUNDRA**

Introduction

The purpose of this report is to give consideration to a development application to undertake a minor boundary adjustment subdivision between two existing allotments in Cootamundra.

Applicant

Barbara Tozer
C/- CMS Surveyors
PO Box 525
Cootamundra NSW 2590

Owners

- (1) Barbara and Douglas Tozer
"Onslow"
Wallendbeen NSW 2588

- (2) The Cootamundra Country Club Ltd
94-96 Hurley Street
Cootamundra NSW 2590

Property Description

The subject properties involved in the boundary adjustment are:

- (1) Lot 5 DP1194483, 69 Poole Street, Cootamundra, which is an 835m² residential allotment containing an existing single dwelling house.
- (2) Lot 7 DP1194483, 94-96 Hurley Street, Cootamundra, which is a 55.5ha allotment that houses the existing Cootamundra Golf and Country Club.

A location plan of the property is provided as **TABLED DOCUMENT 21 NOVEMBER 2016 Page 74.**

Zoning

- (1) Lot 5 DP1194483, is zoned R3 "Medium Density Residential" in the Cootamundra LEP 2013
- (2) Lot 7 DP1194483 is zoned R3 "Medium Density Residential" and RE2 "Private Recreation" in the Cootamundra LEP 2013.

The areas of both allotments subject to the boundary adjustment subdivision are contained within the R3 “Medium Density Residential” Zone.

Proposal

The application seeks Council consent to undertake a boundary adjustment between two existing allotments as a way of increasing the size of the existing residential allotment being Lot 5, 69 Poole Street and is as follows:

Existing Lot No.	Existing Lot Area	Proposed Lot Area
Lot 5 (Tozers)	835.86m2	983.1m2
Lot 7 (Country Club)	51.58ha	51.56ha

A plan of the proposed subdivision is provided as **TABLED DOCUMENT 22 NOVEMBER 2016 Page 75.**

Existing Use

Lot 5 contains a residential single dwelling which will be increasing its overall lot size by means of the boundary adjustment. Lot 7 Contains the Cootamundra Golf and Country Club.

Discussion

State Environmental Planning Policy (Exempt and Complying Development Codes) 2008

The development application is for a relatively minor adjustment of existing boundaries to enlarge the overall allotment size of the existing residential property.

The SEPP (Exempt and Complying Development Codes) 2008 allows for minor boundary adjustments. However, the current proposal does not satisfy the SEPP criteria as the proposed subdivision will result in a change in area of one of the lots of greater than 10% (clause 2.75(b) (vii)).

Cootamundra LEP 2013

The proposed subdivision is permissible with Council’s consent in the land use table to Zone R3 “Medium Density Residential” Clause 4.1 “Minimum Lot Size” of the LEP requires a Minimum Lot Size of 300m2 for the subdivision of land in the R3 “Medium Density Residential” Zone.

The subdivision proposal will meet minimum lot size requirements of the LEP.

Services

All essential and required services are present and connected to both sites with no alterations or additions to these service provisions being required as part of the subdivision.

There is however an existing stormwater pipe, owned by the Country Club, located on the parcel of land subject to the boundary adjustment that is to be relocated as part of the proposal.

Section 94 Contributions Plan

The property is situated within the area that is NOT subject to the "Cootamundra Section 94 Development Contributions Plan 2014". No Section 94 Contributions are required.

Site access

The exiting access to the residence will remain. No additional access is required as part of the subdivision.

Environmental Planning & Assessment Act 1979

Council must consider all of the matters referred to in sections 5, 5A, 5B and 79C of the Environmental Planning and Assessment, 1979 before making an assessment of a development application. All of these sections have been duly taken into account in making the following recommendation.

Councils Section 79C Assessment Report for DA2016/093 is attached as **TABLED DOCUMENT 23 NOVEMBER 2016 Pages 76-80.**

RECOMMENDATION

That Council approve Development Application DA2016/109 to undertake a boundary adjustment subdivision between Lots 5 and 7 DP1194483, subject to the following conditions.

GENERAL CONDITIONS

(1) GEN Condition – Subdivision Consent Lapsing

Consent for the subdivision lapsing after five years in accordance with the Environmental Planning and Assessment Amendment (Development Consents) Act 2010.

Reason: To comply with the consent lapsing requirements of the Environmental Planning and Assessment (Development Consents) Act 2010.

(2) 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.

PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

(1) PSC Condition – Formal Plan of Subdivision

A formal plan of subdivision being prepared and submitted generally in accordance with the plans submitted with the development application DA 2016/109 referenced 16239, received 28.10.2016 prepared by Stephen Emery.

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

(2) PSC Condition – Subdivision Plan Release – Other Authorities

The requirements of other public utilities authorities shall be satisfied prior to Council releasing the plan of Subdivision;

Reason: To ensure the requirements of other public utilities are satisfied prior to Council releasing the Plan of Subdivision.

(3) PSC Condition – Relocation of existing stormwater drainage pipe

The existing stormwater drainage pipe located on the subject property shall be removed/altered or diverted around the subject site and be discharged to Council's stormwater drainage system in accordance with Councils Engineering Services requirements.

Reason: To ensure the subject site is clear of un-associated infrastructure prior to Council releasing the Plan of Subdivision.

(4) PSC Condition – Registration of Subdivision Plan

In accordance with Section 109C of the Environmental Planning and Assessment Act 1979, the applicant is required to obtain a Subdivision Certificate from Council that will authorise the registration of the Plan of Subdivision under Division 3 of Part 23 of the Conveyancing Act, 1919. The Subdivision Certificate is to be in the format acceptable to the Registrar General.

Reason: The legal obligations of Council to administer the Environmental Planning and Assessment, 1979.

17/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That Council approve Development Application DA2016/109 to undertake a boundary adjustment subdivision between Lots 5 and 7 DP1194483, subject to the following conditions.

GENERAL CONDITIONS

(1) GEN Condition – Subdivision Consent Lapsing

Consent for the subdivision lapsing after five years in accordance with the Environmental Planning and Assessment Amendment (Development Consents) Act 2010.

Reason: To comply with the consent lapsing requirements of the Environmental Planning and Assessment (Development Consents) Act 2010.

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Reason: The legal obligations of Council to administer the Environmental Planning and Assessment, 1979.

VOTING RECORD for Minute 17/11/16 - DEVELOPMENT APPLICATION DA2016/109, BOUNDARY ADJUSTMENT SUBDIVISION POOLE STREET COOTAMUNDRA	
FOR RESOLUTION	AGAINST RESOLUTION
Christine Ferguson	Nil
ABSENT	DECLARED INTEREST
Nil	Nil

**17) DEVELOPMENT CONTROL PLAN VARIATION (PRIMARY BUILDING LINE) –
MODIFICATION OF DEVELOPMENT CONSENT APPLICATION NUMBER
DA14/069.2, NO.328 PARKER STREET, COOTAMUNDRA**

Applicant

Robert Donald
45 Thompson Street
Cootamundra NSW 2590

Owner

Robert & Rhonda Donald
PO Box 37
Cootamundra NSW 2590

Property Description

Lot 23 DP1069013
328 Parker Street
Cootamundra NSW 2590

A location plan of the subject land is provided as **TABLED DOCUMENT 24 NOVEMBER 2016 Page 81.**

Zoning

Land Zoned R3 'Medium Density Residential' under the Cootamundra LEP 2013.

Existing Use

The existing application was approved in December 2012 under Development Consent DA14/069 to change the use to residential and for internal/external alterations and additions for the residential use.

The brick structure onsite was previously a barracks building used in conjunction with the army drill hall on the corner of Mackay Street and Parker Street Cootamundra. Before the current owners purchased the property the building had been vacant for many years.

Proposal

A request has been received from the applicant for a modification to Development Consent DA14/069 to alter the approved car-parking facilities and front façade of the building to include a covered disabled ramp.

The new position of the garage is 1.1m in front of current building line. The original garage was approved as in line with the existing brick structure onsite. The access ramp

is positioned 2.4m from the front of the existing building on site. A connecting covered roof over the access from the garage to the front door is also to be constructed.

Applicant has requested a variation to the building line and states his reasons are to simplify design for cost restraints and also states the changes are to minimise visual affect by tying the new structures with the existing brick structure onsite. Photos of the site included as **TABLED DOCUMENT 25 NOVEMBER 2016 Pages 82-83.**

Discussion

The proposal is to modify consent to allow a change of design to the single garage and front entrance to the building, which is now to include a disable ramp for access. Roof design has changed to allow a seamless transition from the new structures to the existing brick building onsite.

The new position of the garage is 1.1m in front of the existing building which is approximately 5.1m from the front boundary. The access ramp is to be a total of 2.4m from the building which is approximately 3.7m from the front boundary.

It is to be noted that the next door two storey terraces are positioned 4.5m from the front boundary and the front verge from the front boundary to the gutter is also approximately 5m.

The new design of the parking onsite is considered to be a softer design than first approved, and despite moving the front garage door forward by 1.1m the overall impact of the garage is considered to be similar to what was approved in the initial consent. The first garage was to have a flat roof and feature parapet design above, and was to be separate from the original brick building onsite. This meant the verandah roof behind could be seen from the road frontage.

See attached plans of initially approved consent and the plans lodged as part of the modification in **TABLED DOCUMENT 26 NOVEMBER 2016 Pages 84-87.**

The new garage is to have a skillion roof which is to be integrated with the brick building, which is also the same angle and position as the verandah behind the garage. This means the effect of the verandah on the streetscape is reduced. There is also a new covered walkway roof to be constructed on the same angle as the garage and verandah roof. This is to be positioned from the garage to the front door which is envisaged to add some variation to a large, straight roof, also adding to the character and reducing the impact of a Colorbond structure being constructed forward of the building line.

There is to be trees and shrubs planted on the front boundary on the northern side plus directly in front of the entrance which will also help to decrease the overall impact visually from the street. The colours chosen are also envisaged to be in keeping with the original brick structure onsite.

The disabled access ramp, despite being constructed closer to the front boundary, compared to the garage is envisaged to have minimum impact as the ramp is unroofed. The only structure is the covered walkway from the garage to the front door, however this is positioned in line with the garage and is likely to add variation to the new structures, reducing the overall visual impact. The disabled ramp is considered a positive inclusion for the development.

RECOMMENDATION

That the Council grant the variation to Councils Development Control Plan (Primary Building Line) to permit the proposed Single Garage to be located 5.1m from the front boundary and the disabled ramp to be positioned 3.7m from the front boundary subject to a full Development Assessment.

18/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That the Council grant the variation to Councils Development Control Plan (Primary Building Line) to permit the proposed Single Garage to be located 5.1m from the front boundary and the disabled ramp to be positioned 3.7m from the front boundary subject to a full Development Assessment.

VOTING RECORD for Minute 18/11/16 - DEVELOPMENT CONTROL PLAN VARIATION (PRIMARY BUILDING LINE) – MODIFICATION OF DEVELOPMENT CONSENT APPLICATION NUMBER DA14/069.2, NO.328 PARKER STREET, COOTAMUNDRA	
FOR RESOLUTION	AGAINST RESOLUTION
Christine Ferguson	Nil
ABSENT	DECLARED INTEREST
Nil	Nil

FINANCE GROUP

34. FINANCIAL PLANNING AND REVENUE

18) INVESTMENT REPORT

The purpose of this report is to provide Council with a list of Council funds invested as at 31 October 2016.

A summary of investments for the Cootamundra Area as at 31 October 2016 forms **TABLED DOCUMENT 27 NOVEMBER 2016 Page 88.**

A summary of investments for the Gundagai Area as at 31 October 2016 forms **TABLED DOCUMENT 28 NOVEMBER 2016 Page 89.**

RECOMMENDATION

That the Investment Reports as at 31 October 2016 be received and noted.

19/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That the Investment Reports as at 31 October 2016 be received and noted.

19) SEPTEMBER QUARTERLY BUDGET REVIEW

Introduction

The purpose of this report is to present a summary of Council's financial position at the end of the September quarter and to report on progress made against the original budget adopted by Council in its Operational Plan.

The Quarterly Budget Review Statement for the quarter ended 30 September 2016 forms **TABLED DOCUMENT 29 NOVEMBER 2016 Pages 90-103.**

Discussion

The quarterly budget review has been produced from the two separate financial systems that currently exist at Cootamundra and Gundagai. Council's first operational plan was adopted on 25 July 2016, and included the two separate budgets of the former Councils. Staff have now integrated these adopted budgets in to one, to form the basis of this first budget review.

The process for integrating the two budgets has been to reorganise both budgets in to one template, grouping Council's functional areas based on the adopted organisational structure. Line items have been transferred exactly as they were adopted.

This Quarterly Budget Review is a high level document. The full detail of this budget statement has also been made publicly available on Council's website, and includes numerical references to the two adopted budget documents, to allow for direct comparison.

Due to the differences in the way the two former Council's prepared their budgets, the budget items do not always align well. There are differences in the levels that the Council's reported to, and differences in the way the Council's split their functional areas. Therefore, it is recognised that this budget review is limited, and will continue to be developed and improved upon.

The next step in the process to prepare a single budget, will be the first stage of the ongoing service reviews for each functional area. At that stage, budgets will be further developed to remove duplication of income and expenditure where possible, to review budget line items and correct any that may not have been translated properly, and to generally consider how Council services can be better managed, together.

For the purposes of the presentation of this quarterly budget review, Council's internally restricted reserves have been combined, except where reserves are specifically for one town or one system. Staff will conduct a thorough review of all Council's reserves in the coming months.

Staff have conducted a high level review of the integrated budget and have identified several items that should be adjusted to reflect current expectations. Budget variations have been recommended, as detailed in the Tabled Document.

The revised estimated net operating result for the financial period to 30 June 2017 is a surplus of \$10,016,000 (original budget was a surplus of \$13,144,000) and the revised estimated result before capital grants and contributions is a \$2,131,000 deficit (original \$1,497,000 surplus).

The net addition to the budget deficit in the current quarter is \$2,342,000. In addition, allowance has been made for the impact of extending the financial reporting period by 7 weeks, creating a further net addition to the budget deficit of \$1,286,000. The material variations for this quarter are attributed to:

- Originally adopted income budget estimates were overstated, and have been adjusted down, by \$61,000.
- Council has received \$500,000 state government grant funding relief to fix local roads devastated by flood water.
- The Gundagai Shire Council budget recognised \$751,000 total depreciation expense. Council staff will need to prepare a thorough consolidation and review of assets in order to provide an accurate depreciation estimate, however, based on the most recent financial statements, the depreciation expense for the Gundagai area would likely be closer to \$3,037,000. Therefore, a preliminary adjustment is recommended as part of this budget review.

RECOMMENDATION

That the Quarterly Budget Review Statement for the period ended 30 September 2016 be adopted.

20/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That the Quarterly Budget Review Statement for the period ended 30 September 2016 be adopted.

CLOSED COUNCIL

Council closed its meeting to the media and public to consider Item 1 *Proposal for Sale of Land* at 6.51pm. The public and media left the room.

21/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

1. That Council resolve to enter into Closed Council to consider Item 1.
2. That the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2)(c) of the *Local Government Act 1993*.
3. That the correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the *Local Government Act 1993*.

22/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

That Council move out of Closed Council and in to Open Council.

The Council reconvened in Open Session at 6.55pm. On resumption of Open Session, the Administrator announced that Council had adopted resolution 1/11/16 and made the decision public.

23/11/16 RESOLVED – Moved: Ferguson Seconded: Ferguson

1. That Council endorse the recommendations of the Cootamundra-Gundagai Regional Council Stronger Communities Fund Assessment Panel for the allocation of \$1,023,476 to incorporated not-for-profit community groups for projects that build more vibrant, sustainable and inclusive local communities, through the Cootamundra-Gundagai Regional Council Stronger Communities Fund.
2. That following notification of all applicants and written acceptance of all offers by successful applicants, that this report be made public.

There being no further business the meeting closed at 6.59pm.

These Minutes were confirmed by resolution of Council at the Council Meeting held on Monday 12 December 2016 and endorsed by:

ADMINISTRATOR

INTERIM GENERAL MANAGER