

2.8 Maintain database of staff licences, qualifications, etc	HRPCO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Ongoing	CSP4.3g DP4.3g OP – P15
2.9 Review and ensure currency of the Corporate and 'On the Job' Induction Program	HRA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Ongoing	CSP4.3g DP2.4a OP – P15
2.10 Develop and implement a mentoring and coaching program	HRPCO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Under development	CSP4.3g DP4.3f OP – P15
2.11 Investigate a 360 degree feedback system for senior management	HRPCO		<input checked="" type="checkbox"/>			Ongoing	CSP4.3f DP4.3g OP – P15
2.12 Identify and provide job rotation opportunities for staff, both indoor and field staff	DD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Ongoing	CSP4.3f DP4.3g OP – P15
2.13 Develop a generic classification e.g. Field Worker, to encompass further multi-skilling	HRA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			In progress	CSP4.3f DP4.3g OP – P15
2.14 Develop and report on succession planning initiatives	HRPCO		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Ongoing	CSP4.3f DP4.3g OP – P15
2.15 Maintain and co-ordinate staff competency assessments	HRA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	In progress	CSP4.3g DP4.3g OP – P15
2.16 Encourage safe work, WHS and risk management processes	WHS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Ongoing	CSP4.3g DP4.3f OP – P15

Key Focus Area 3: Retain

Action	Responsible Officer	Target Year				Status	Strategy
		2018/19	2019/20	2020/21	2021/22		
3.1 Implement recommendations from the organisational review	GM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			In progress	CSP4.3f DP4.3f OP – P15
3.2 Undertake remaining actions and steps to “Forecasting future needs” and identification of critical positions	HRA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			Ongoing	CSP4.3g DP4.3f OP – P15
3.3 Review the flexible work practices and arrangements for staff and create tools and guidelines to facilitate	HRPCO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		In progress	CSP4.3f DP4.3f OP – P15
3.4 Organise retirement planning sessions and phased retirement discussions for staff	HRPCO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Ongoing	CSP4.3f DP4.3f OP – P15
3.5 Develop, review and implement Workplace Agreement/s	GM HRA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			Under development	CSP4.3f DP4.3f OP – P15
3.6 Maintain employee health and wellbeing programs	HRPCO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Ongoing	CSP4.3f DP4.3f OP – P15
3.7 Maintain and promote the Employee Assistance Program (EAP)	HRPCO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Currently under review	CSP4.3f DP4.3f OP – P15
3.8 Maintain and promote the staff Service and Achievement Awards program	HRPCO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Currently under review	CSP4.3f DP4.3f OP – P15
3.9 Review the performance management system and processes	HRA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			Currently under review	CSP4.3g DP4.3g OP – P15

3.10 Gather and report to Manex on staffing issues/trends	HRA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Ongoing	CSP4.3f DP4.3f OP – P15
3.11 Identify opportunities for improved cross functional communication	HRPCO		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Ongoing	CSP4.3g DP4.3g OP – P15
3.12 Promote and encourage employee representation on workplace committees	HRA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Ongoing	CSP4.3g DP2.4a OP – P15
3.13 Develop knowledge transfer and capture initiatives	HRPCO		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Under development	CSP4.3g DP2.4a OP – P15
3.14 EEO and Employee Engagement Survey undertaken every two years	HRPCO		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	Under development	CSP4.3f DP2.4a OP – P15
3.15 Continue proactive management of Return to Work Program	WHS HRA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Ongoing	CSP4.3f DP4.3f OP – P15
3.16 Undertake regular reviews of HR policies and procedures ensuring that updates are communicated to staff	HRA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Currently being undertaken	CSP4.3f DP4.3f OP – P15



COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

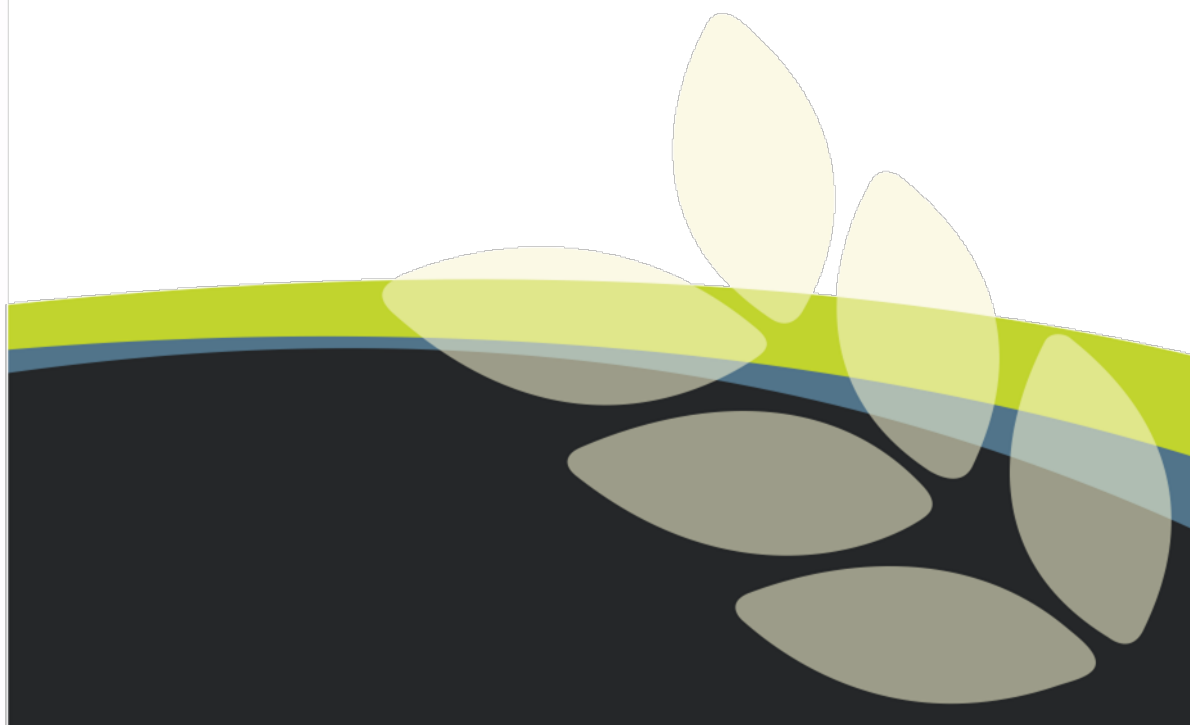
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8.1.9 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION NATIONAL GENERAL ASSEMBLY REPORT

DOCUMENT NUMBER	284665
REPORTING OFFICER	Leigh Bowden, Councillor
AUTHORISING OFFICER	Allen Dwyer, 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 report submitted to Council, by Councillor Bowden, on her attendance at the National General Assembly of Local Government in June, 2018 be received and noted.

Introduction

It was resolved by Council that when Councillors and the General Manager attend conferences that they submit a report for the information of Council.

Discussion

Report from Day 1

National General Assembly of Australian Local Government Association

ALGWA (Australian Local Government Women's Association), Networking Breakfast

The theme was Outback Breakfast. The guest speaker was Cr Alwyn Friedersdorff, ALGWA National Treasurer and President of the National Rural Women's Coalition. Cr Friedersdorff had recently returned from leading the Australian delegation to the Commission on the Status of Women, the United Nations' annual dialogue on gender equality and the empowerment of women. During the two-week session Cr Friedersdorff addressed the Commission about the issues affecting rural women e.g. education through technology and how to address violence against women. As part of their work, the National Rural Women's Coalition, with Australian children's author Robin Adolphs, has released a new children's book called

Brave Danny. The book brings the subject of family and domestic violence out from behind closed doors and serves as a tool for educators, teachers and parents to engage young children about the subject.

The breakfast was also a good opportunity to catch up with women, whom I had met at the ALGWA NSW Conference on Gundagai in March, and to meet other Councillors, both men and women.

The theme of the National General Assembly was “Australia’s Future: Make it Local”.

From CGRC, the Assembly was attended by the Cr Abb McAllister (Mayor), Cr Dennis Palmer (Deputy Mayor), Cr Craig Stewart, Allen Dwyer (General Manager) and me. I am very grateful to Cr Palmer for agreeing to me attending in his stead on Day 1.

I have selected three topics, discussed on Day 1, on which to report. There were many other topics discussed and I anticipate that other Councillors and the General Manager will report on them. These are the topics that drew my attention.

1. The lack of community trust in elected representatives and the need for transparency, accountability, fairness and inclusivity.

David O’Loughlin, Australian Local Government Association (ALGA) President, in his opening address, spoke about how we live in a time when our communities are questioning everything. There is a lack of trust in all tiers of government, in all our elected representatives, the media and corporations.

Communities are calling for transparency in strategy, expenditure and revenue. Communities want to make decisions about what their councils focus on and what they deliver. This was the gist of the talk delivered by Dr Jonathan Carr-West at the Local Government NSW Conference in December last year. Carr-West stated that there had been a collapse of trust in the institutions; local networks of people were the way to develop trust- networks are the primary form of political and social interactions and that “trust” is the change that is needed.

Trust comes from genuine participation and dialogue with the community. The community needs to know that we are committed to them. To demonstrate commitment we, Councillors, need to go where the people are. The act of engagement, beyond just newsletters, improves community satisfaction. Interpersonal contact is more effective than anything

2. The need for diversity in representation

Cr O’Loughlin stressed the need for inclusive decision making and the need for diversity among elected representatives. Such diversity contributed to innovation, liveability and resilience. Virginia Haussegger, in her presentation, ‘The Case for Gender Diversity and Local Government’, lamented that it is not a good time for women in leadership positions. She spoke of the “fall girls” (e.g. Julia Gillard) and said that people, particularly the media, were quick to highlight the negatives of women in leadership positions.

The current situation: Nationally, women make up 30% of elected councillors but only 14.7% of GMs and CEOs. Women’s representation in Local Government is the worst representation in any tier of government.

Longitudinal studies have shown that progress is not inevitable.

The case for increased women's representation: women's leadership skills are different; gender diversity in leadership makes for better decision making; it delivers stronger outcomes for individuals and organisations and supports economic growth; diversity makes for better leadership teams – men perform better if women are on the team. NB Leadership teams need to be diverse and develop a culture of inclusion.

Ms Haussegger also advocated teaching school students about Local Government to encourage participation of both genders.

Two valuable websites are: Broad Agenda Blog - "A blog for broads, blokes, brawn and brain" www.broadagenda.com.au; 50/50 BY 2030 FOUNDATION www.5050foundation.edu.au

3. Recycling and Waste - a comprehensive approach

Cr O'Loughlin spoke about the crisis in the recycling industry and the need for a comprehensive approach to recycling and waste. He challenged councils to question whether we are really participating in recycling or just collecting. We can actively participate by using recycled products e.g. bitumen products that incorporate plastic or rubber crumb and park furniture made from recycled plastic. Do our procurement policies reflect a commitment to purchasing recycled products e.g. recycled paper and road base made from recycled construction and demolition waste? Our communities want us to do more. Cr O'Loughlin noted that manufacturers who utilise recyclables as feedstock for their products has commented on the low volume of sales to local governments.

Professor Veena Sahajwalla, from the Australian Academy of Science at UNSW, spoke about the creation of viable local economies (micro-factories) based on the transformation of waste into value added products through environmentally sustainable manufacturing.

It is my intention that our Council will act positively on the issues raised.

8.1.10 GUNDAGAI TOURISM ACTION COMMITTEE - 11TH JULY, 2018 - MINUTES

DOCUMENT NUMBER	284728
REPORTING OFFICER	Marianne McInerney, Personal Assistant to the General Manager
AUTHORISING OFFICER	Allen Dwyer, 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 Meeting - 11th July 2018 - Minutes

RECOMMENDATION

The Minutes of the Gundagai Tourism Action Committee held on 11th July, 2018 be received and noted.

Introduction

The attached Minutes of the Gundagai Tourism Action Committee held on 11th July, 2018 are submitted for the information of Council.

**Cootamundra- Gundagai Regional Council
TOURISM ACTION COMMITTEE
Meeting Number: 91
Wednesday 11 July 2018**

MEETING COMMENCED: 8.55am

PRESENT: Miriam Crane, Renee Lindley, Penny Nicholson, John Morgan, Abb McAlister
APOLOGIES: Jim Morton

CONFIRMATION OF MINUTES:

Moved: Penny Nicholson
Second: John Morton

(a) Michael Buckley RMS re Hume Highway Signage

Miriam received an email from Steph Cooke. Signage has been approved, however, there is some confusion over which signs have been ordered.

(b) Slate Entry Signs

Miriam forwarded conceptual signage and proposal submitted to Council previously, to Allen Dwyer. Miriam to follow-up with Allen.

(c) Billboard signage

These are due in September. Between now and next meeting we should be able to get photos of the main street.

(d) Dog on the Tuckerbox Signage

No further update regarding the development at this stage. Agreed that Miriam would liaise with Joe Morton and Keith Turner regarding the signage.

(e) 355 Committee Status

Miriam has forwarded constitution to Allen for re-instatement of TAC.

CORRESPONDENCE:

RMS letter (refer above)

KEY FOCUS AREA UPDATES:

a. Dog on the Tuckerbox Study

As Above

b. New Tourism and Economic Development Structure

Miriam has had some feedback from procurement person with some changes to the brief. It should be answered and up for discussion by our September meeting

Launch and Promotion of New Main Street

John re-expressed his concerns regarding the amount of empty buildings, and the fact little has been done to plan for main street development post the upgrade.

Renee to draft another letter of concern from the TAC regarding the lack of communication and response regarding the corporate structure and economic development strategy. This will be presented to Council.

River Access and Morley's Creek Plan (Old Mill)

No update.

Visitor Information Centre Upgrade

Miriam advised that there is a meeting on Monday morning to put together a plan.

Truck Museum

No further update.

Railway Bridge Walking / Cycling trail

No update.

Social Media

Miriam has been added as an administrator on the Facebook page.

OTHER BUSINESS

a. Barricading for main street events

Miriam advised that she is putting forward a funding application in regards to barricading.

b. Main Street Mural

A quotation was received some months ago as part of the main street artwork project, to paint a Mural on the side of the old theatre, next to the Blue Healers. The mural would illustrate the activities that used to take place in the small theatre including boxing matches.

Action: Miriam to re-present proposal to Council

c. Promotional Wraps for Empty Shopfronts

Miriam to re-present proposal regarding wrapping a couple of the empty shopfronts with vinyl decals, to showcase the types of businesses that could be developed. This would be one way of helping to attract new business to the main street.

a. HIT Riverina Live Events

John put forward a proposal by HIT Riverina to run live crosses in the lead up to key local events in October and November – namely the Busking Competition, Snake Gully Cup and the Gundagai Rodeo. This would require a financial commitment from some of the local businesses, however, it was agreed that Council should also be approached to contribute some funding to support the events.

MOTION:

That Council allocate a budget of \$8,000 to the above three activities – Main Street Mural, Shopfront Wraps and HIT Riverina Live Events - to help kick-start the next phase of the main street promotional plan.

Moved: John Morgan

Second: Renee Lindley

MEETING ENDED: 10.10am

NEXT MEETING: 10 August 2018, 8.45am

8.1.11 COOTAMUNDRA TOURISM ACTION COMMITTEE - 19TH JULY, 2018 - MINUTES

DOCUMENT NUMBER	284915
REPORTING OFFICER	Marianne McInerney, Personal Assistant to the General Manager
AUTHORISING OFFICER	Allen Dwyer, 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. Cootamundra Tourism Action Committee - 19th July, 2018 - Minutes

RECOMMENDATION

The Minutes of the Cootamundra Tourism Action Committee held on 19th July, 2018 be received and noted.

Introduction

The attached Minutes of the Cootamundra Tourism Action Committee held on 19th July, 2018 are submitted for the information of Council.

COOTAMUNDRA TOURISM ACTION GROUP

MINUTES

19 July 2018, 4pm, Stephen Ward Rooms

Chair: Cr Leigh Bowden

1. Acknowledgement of Country

2. Attendance and apologies

Present

Annie Jacobs, Nina Piotrowicz, Sandra Klinke, Brian Nolan, Alan Moston, Charlie Sheahan, Betty Brown, Denise Clune, Rosemary Fowler-Sullivan, Alan East, Miriam Crane, Yvonne Forsyth, Callista Harris, Bob Guy, Leigh Bowden, Sally Goodenough

Apologies

Isabel Scott, Penny Nicholson, Win Main, George Sullivan, Luke Piotrowicz

3. Minutes & business arising from the Minutes

Minutes

- Previous meeting (June) cancelled due to scheduling conflicts. These will not recur.
- **Resolution: Minutes accepted as a true record. Moved Alan Moston, seconded Brian Nolan, passed.**

Business arising

- Tourism and Economic Development Strategy development is out for tender (Miriam Crane)
- Web presence for Cootamundra tourism, quote being obtained (Miriam Crane)
- JJJ One Night Stand proposal unsuccessful, awarded to St Helens, Tasmania.
- Reusable coffee cups not yet issued, waiting for more business buy-in to justify promotion (Miriam Crane)

4. Wattle Time logo

- Created by Dottie Le Sage.
- Available for any August activity in 2018. In future years will be promoted.
- Large image files, available from Council or here <https://drive.google.com/open?id=1jUNJyfJAKwigLbzddHzKB-2ocmQEeS5I> (link from Callista Harris)

5. Wattle Time — business involvement (Callista Harris)

- In progress.
- Cootamundra Development Corporation responsible for Wattle Time Fair and Parade, other activities to be driven by Council.
- Focus for 2018 is decoration including shop window displays

6. Cootamundra Visitors Guide reprint (Miriam Crane)

- Miriam thanked the group for feedback.
- Major changes not feasible at this point due to urgent need to restock the guide.
- Online guide can be changed as necessary once website is in place.
- Map inaccuracies noted for future fixing.
- Accommodation not included as this is changeable information better managed through website or separate accommodation guide as done in Gundagai
- Signage from Jugiong— for discussion at next meeting.

7. Rail Trail update (Alan Moston)

- Critical stakeholders for Cootamundra—Coolac—Gundagai rail trail invited to information session in September 2018
- NSW pilots of rail trail projects under evaluation. Our proposal should be ready in case evaluation is successful.
- Proposal for funding for full feasibility study has been submitted.
- Local rail trail groups are forming an alliance for the purposes of promotion and marketing.
- Annie Jacobs suggested additional potential partners, Landcare and Dulwich Cycle Club from Sydney
- Local cycling groups have written to CGRC supporting the rail trail proposal.
- **Resolution: CTAG endorses the letter of support for the rail trail from local cycling groups. Moved Bob Guy, seconded Brian Nolan, passed.**
- **Action: Secretary to forward letter with covering note to General Manager CGRC.**

8. Bike Paths (Charlie Sheahan and Alan Moston)

- Cycleway plans for Cootamundra and Gundagai may attract RMS funding. Responsibility of Traffic Committee. Cyclists should provide input about routes to Antony Webb at Council.
- Need for footpath upgrades and signage noted.
- **Resolution; CTAG requests CGRC to investigate creation of cycleways along Muttama Creek and a full circuit of Cootamundra. Moved Bob Guy, seconded Brian Nolan, carried.**
- **Action: Bob Guy to send Leigh Bowden street names for proposed routes.**

9. Migurra Reserve & Cootamundra Landcare Group (Annie Jacobs)

- Annie Jacobs is responsible for the MidMurrumbidgee North Landcare group covering Coolamon, Junee, Cootamundra and Harden
- Not just tree planting, many aspects of landcare including biodiversity
- Seeking to create Urban Landcare group for Cootamundra, benefits could come from collaboration between Muttama Creek, Pioneer Park and community gardening groups. Meeting to explore possibilities at 87 Cooper St, 6pm, 30 July 2018
- Reinvigoration of landholder group, meeting to discuss at 87 Cooper St, 6pm on 23 July 2018
- Migurra Reserve—owned by Cootamundra Landcare, group no longer active, ownership of the land not known at present.
- Community Garden—Stronger Community funding has been applied for
- Pioneer Park—Friends of Pioneer Park being formally established, are pursuing a range of uses

and opportunities. If change of land use required, e.g. for recreational vehicle camping development, CGRC could pursue at request of CTAG.

Action: Miriam Crane to investigate process required for change of use.

10. Tourism and Grant Bodies (Nina Piotrowicz)

- Need for lists of funding sources, advertising forums. Nina suggests CTAG create these.
- Nina provided examples of requesting Riverina Tourism to expand their antiques trail. Noted painted silos segment in Great Escapes Australia.
- Noted Heritage Near You funding opportunities
(<http://www.environment.nsw.gov.au/topics/heritage/support-for-local-heritage/heritage-near-me-incentives-program>)
- Callista Harris shared a Regional Tourism Fund Product Development Program flyer which explains how to apply for funding

11. Promotion of Highway A41 (Sally Goodenough)

- Sally summarised a proposal (previously circulated) to increase passing traffic by promoting Albury to Bathurst as a tourist drive.
- Collaborative opportunities with other councils noted.
- Nina Piotrowicz and Bob Guy to work with Sally to progress the idea.

12. Any other business

- Callista Harris shared information about a NSW Seniors Card partnership with Airbnb which pays cash rewards for hosts and credits for guests.
- Temora Warbirds event in October—Cootamundra provides overflow accommodation, transport arrangements not clear.
ACTION: Yvonne Forsyth to contact Temora Tourist Office to make them aware of issue.
- Bradman's Birthplace museum needs hot water supply, lack of this is poor visitor experience
- For information—Central West Lifestyle magazine, August 2018, has significant coverage of Cootamundra
- For information—Florabundance exhibition begins at TACC on 27 July 2018.
- Noted for future discussion: Cootamundra as small conference venue (Pam Bongers) and koala sanctuary (Janet Temperly)

13. Date of next meeting

- 16 August 2018 at 4pm, Stephen Ward Rooms

8.1.12 COUNCIL MEETING ACTION REPORT

DOCUMENT NUMBER	285007
REPORTING OFFICER	Allen Dwyer, General Manager
AUTHORISING OFFICER	Allen Dwyer, 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	1. Council Meeting Action Report

RECOMMENDATION

The Council Meeting Action report attached to this report be received and noted

Introduction

After each monthly Ordinary Meeting of Council the Council Meeting Action Report is updated with completed tasks removed and new actions added if required. The status of incomplete matters is also updated.

COUNCIL MEETING ACTION REPORT

OPEN FORUM QUESTIONS	MAYOR	ACTIONS
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MEETING / ITEM	ACTION	REFERRED TO	STATUS
05/07/2017	Amend Gundagai LEP 2011 to correct mapping discrepancies	Karen	Ongoing.
08/07/2017	Muttama Creek cleaning considerations be included in Flood Study.	Phil	Ongoing
02/08/2017	Engage with the Mid Lachlan Alliance (Weddin Shire) to investigate what can be learnt on the 'MLA Fitness Campaign'	Allen	Ongoing
14/08/2017 – 7.3.1.3	Purchase 2 containerised fuel tanks for depots, update budget	Michael	Purchased – to be installed.
14/08/2017 – 7.3.2.1	Plan works program for \$2.38 flood damage grant income. Update Budget. Set up work orders.	Mark	Work currently being undertaken. Due to be completed by June 2019.
16/08/2017 – 7.3.3.1	Contribute \$80000 toward the new amenities building at the Country Club Oval. Update budget at next QBR.	Greg	DA approved, work commenced.

MEETING / ITEM	ACTION	REFERRED TO	STATUS
20/08/2017 – 7.1	Offer Turners Lane site for sale and negotiate sale price in accordance with report.	Allen	Ongoing – Purchaser still committed.
31.10.2017 – 7.4.1.1	Application for Fixing Country Roads for repairs to Native Dog Creek, Mooney Mooney Creek and Reef Creek bridges	Phil	
31.10.2017 – 9. Questions with Notice	Contact RMS on status of stock grid at Gobarralong Road entrance to Hume Highway	Phil	RMS advised they will not install grids.
“	Report on estimated cost of a waste transfer station at Adjungbilly	Greg	
	West Street Roundabout	Mark	Redesign in progress. Tim Menzies Co-ordinating
28.11.2017 – 7.3.2.1	Waste Collection Services	Greg	Advertised for strategy
12.12.2017 – 7.3.1.2	Draft Floodplain Risk Management study and plan be developed	Phil	To be submitted for review at the July Council Meeting.
12.12.2017 – 8.1	Representative from the Aboriginal Community be invited for membership of Planning and Development committee		Correspondence posted in March. Correspondence forwarded to Cr Bowden, on her request, to follow up with Local Land Councils.

MEETING / ITEM	ACTION	REFERRED TO	STATUS
12.12.2017 – 10.3	Explore options of purchase of former Mitre 10 site	Allen	Going to Council for consideration
31.01.2018 – 7.1.1.2	DA048/2010 consideration deferred to February Ordinary Council meeting	Karen	Proponent's legal advisor requested in March that the DA be deferred indefinitely.
31.01.2018 – 7.1.1.3	Continue with land transfer of Inland Aircraft Fuel Depot	Karen	Remediation works to be completed by Caltex prior to finalizing transfer of title.
31.01.2018 – 7.1.1.4	Prepare detailed design and cost estimates for Turners Lane industrial subdivision. Include budget allocation in 2018/2019 budget.	Phil	22/03/2018 To be outsourced. An amount of \$500K has been included in budget estimate.
31.01.2018 – 8.1	Establish working party including Cr Kelly and Cr Sheahan to investigate fees and charges for sporting groups	Greg	Fees included in the Operational Plan.
31.01.2018 – 8.2	Investigations for supply of raw water to Gundagai parks and report to February Ordinary Council meeting	Phil	Pump has been purchased, waiting for installation
27.02.2018 – 8.4	Investigations to free entry to swimming pool in summer season and	Greg	Operation being compiled for Council consideration.

MEETING / ITEM	ACTION	REFERRED TO	STATUS
	staffing numbers during that period		
27.02.2018 – 8.5	Prepare documentation for loan for water mains replacement	Phil	22/03/2018 Document preparation will be undertaken following the tender process for the \$2M contract as part of the Stronger Communities fund.
27.02.2018 – 8.6	Form Community Access Committee	Miriam	Community Access Committee formed. Meeting To Be Arranged. Abb Would Like After 16 th April. Liaise With Abb, Charlie, Paul Maher and Allan Young. Date to be determined in June.
OF - Pip McAlister	Pool blankets and hours	Greg	Hours to be negotiated with lessee and discuss blanket use.
27.03.18 – 7.1.1.3	The Villages Strategy be put forward for endorsement by the Hon. Anthony Roberts Minister of Planning, Housing and Special Minister of State.	Grace	Deferred upon advice from planning to wait until all land use strategies are complete.
27.03.18 – 7.2.1.1	The Gundagai Saleyards Kiosk be leased to the Gundagai Light Horse Brigade for club house and meeting room use for a one year term with options for renewal.	Zac	Lease currently drafted and with Andrew awaiting a signature.
24.04.18 – 7.1.1.2	Gundagai Local Environmental Plan 2011 Amendment 4 be endorsed and sent to the Department of Planning and	Karen	Consultation commenced with DPE.

MEETING / ITEM	ACTION	REFERRED TO	STATUS
	Environment for Gateway Determination		
24.04.18 – 7.1.1.2	Amendment 4 be placed on exhibition upon receipt of delegated approval from the Department of Planning and Environment	Karen	Pending formal submission to and approval from DPE.
24.04.18 – 7.4.2.3	The Gundagai Large Scale Adventure Park Project be progressed to detailed design and construction phase with specific considerations	Phil	
24.04.18 – 8.3	Engaged consultants to provide detailed updates on current projects to Councillors	Allen	Executive Project Management Officer on leave. Will complete upon his return.
22.05.18 – 7.1.1.2	Amendment 7 be placed on exhibition upon receipt of delegated approval from the Dept of Planning and Environment	Karen	Feedback provided from DPE requesting further information. Ongoing.
22.05.18 – 7.2.2.3	Request for the funding of new signage to the July Workshop in relation to development options for the Dog on the Tuckerbox	Allen	Deferred
26.06.18 – OF Betty Brown	Requested a response to her letter to Council regarding the Heritage	Marianne	

MEETING / ITEM	ACTION	REFERRED TO	STATUS
	Listing of the Old Cootamundra Hospital		
26.06.18 – OF Betty Brown	Requested public toilets, particularly baby change tables, be cleaned.	Glen	
26.06.18 – OF Betty Brown	Requested additional bench seats for the cemetery be available for graveside funerals	Glen	To be considered for the next budget.
26.06.18 – OF Mark Lake	Requested Annual and Spectator fees for the Cootamundra Swimming Pool be revised, as well as the duration of the annual passes.	Tim	
26.06.18 – OF Mark Lake	Requested an extension of outdoor pool hours in the Summer season.	Greg	
26.06.18 – OF Charlie Sheahan	Letter of Congratulations be forwarded to Jack de Belin and Paul Simpendorfer.	Linda	Completed.
26.06.18 – 6	A contribution of \$2000 to be made to the Stockinbingal Hall s355 committee.	Linda	New payee details to be received then purchase order to be raised for payment.
26.06.18 – 8.2.4	The draft 2018/19 Operational Plan (incorporating Revenue	Teresa	Completed.

MEETING / ITEM	ACTION	REFERRED TO	STATUS
	<p>Policy, Fees & Charges and budget) and draft 2018/19-2020/21 Delivery Program and Long Term Financial Plan be adopted subject to the following amendments:</p> <p>1. Hire of Cootamundra Stadium be fixed at \$40 per hour</p> <p>2. Fees and charges for the Cootamundra and Gundagai Swimming Centres be deferred pending a Councillor workshop to be conducted on 17th July, 2018.</p> <p>3. Clarification of the charge for dumping of asbestos.</p> <p>4. Cemetery fees for the lawn cemeteries being reduced by 20% in Cootamundra and increased by 20% in Gundagai.</p> <p>5. Trade waste charges for Cootamundra be introduced from 1st July, 2019, following an extensive education campaign with affected ratepayers, to implement trade waste charges on a</p>		

MEETING / ITEM	ACTION	REFERRED TO	STATUS
	similar basis to those levied in Gundagai.		
26.06.18 – 8.2.5	Financially support the Gundagai Regional Enhancement Group in their application to host the Australian National Busking Championship	Marianne	Completed
26.06.18 – 8.2.5	Provide extra support to the event above through usual media platforms	Linda	
26.06.18 – 8.2.10	Amendments be made to the Councillor workshop report	Marianne	Completed.
26.06.18 – 9.1	Investigations to be undertaken to determine feasibility of providing a safe and accessible pedestrian pathway to link Cootamundra town center and the cemetery on Yass Rd.	Mark	
26.06.18 – 9.2	Councillors and Staff who attend conferences, meetings and forums are to prepare a brief written report to be included in the Business Paper.	All Managers to advise staff	

MEETING / ITEM	ACTION	REFERRED TO	STATUS
26.06.18 – 9.3	Councillors to be invited to appropriate community events.	Marianne	Invitations forwarded when received.
26.06.18 – 11.2	Claron Estate Cootamundra	Allen	Underway
26.06.18 – 11.3	Purchase of 57 Banjo Paterson Place Gundagai	Allen	Waiting on offer

8.2 DEVELOPMENT AND COMMUNITY SERVICES DIRECTORATE

8.2.1 RAIL TRAIL

DOCUMENT NUMBER	284003
REPORTING OFFICER	Miriam Crane, Manager Social & Community
AUTHORISING OFFICER	Allen Dwyer, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>2. A prosperous and resilient economy: we are innovative and 'open for business'</p> <p>2.3 Tourism opportunities are actively promoted</p>
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	<p>Transport Administration Amendment (Closure of Railway Line Between Rosewood and Tumbarumba) Act 2017 No 34</p> <p>https://www.legislation.nsw.gov.au/#/view/act/2017/34/sec3</p>
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Rail Trail Report (under separate cover) 2. Gundagai Rail Trail TPD Report (under separate cover) 3. Ordinary Meeting Council - 22 May 2018 - Minutes (under separate cover) 4. Tim Coen - Rail Trail NSW (under separate cover) 5. Gundagai Youth Council - Support Letter (under separate cover) 6. Phil Barton - Support Letter (under separate cover) 7. Damian McCrohan - Rail Trails Australia (under separate cover) 8. Gundagai Historic Bridges - Support Letter (under separate cover) 9. Dr Cameron Correspondence (under separate cover) 10. Correspondence 1 (under separate cover) 11. Correspondence 2 (under separate cover) 12. Correspondence 3 (under separate cover) 13. Correspondence 4 (under separate cover) 14. Correspondence 5 (under separate cover) 15. Correspondence 6 (under separate cover) 16. Correspondence 7 (under separate cover) 17. correspondence 8 (under separate cover) 18. Gundagai Historic Rail Bridge Draft Correspondence (under separate cover) 19. Railway Viaduct Feasibility Report (under separate cover) 20. Meeting Notes - 26 June 2018 (under separate cover)

RECOMMENDATION

- 1. Council adopt the Gundagai Rail Trail – Trail Development Plan Final Report May, 2018 and the Gundagai Railway Bridge and Viaducts – Conversion to Rail Trail Feasibility Report May, 2018.**
- 2. Council consider its position with regards to the project (both the Gundagai Rail Trail Stage One and the conversion of the Railway Viaduct as a combined or stand-alone project) with a view to seeking appropriate funding.**

Introduction

In 2008 the former Gundagai Shire Council and Riverina Regional Development Board jointly funded Transplan Pty Ltd and Mike Halliburton Associates to prepare the Murrumbidgee Valley Rail Trail Feasibility Study for a 32km section of shared used trail along the disused railway corridor from Tumblong to Coolac. The report, released in April, 2009 found the project to be feasible with an approximate annual return of \$1Million. Subsequently, through involvement with Rail Trails for NSW, Council representatives attended a number of meetings in Sydney at which the NSW Government was lobbied to change legislation to enable disused railway corridors to be used for recreation. Subsequently in 2014 Council hosted a meeting at which a Rail Trail Supporters Group was formed as an independent body to support Council in making the project a reality. In 2015 Council submitted an Expression of Interest for full funding through the Restart NSW Rail Trail Pilot Program, which was unsuccessful. Tumbarumba Rail Trail was successful in receiving \$5Million in funding to complete their pilot project from Tumbarumba to Rosewood. This project has since progressed through the relevant legislative reform and policy formulation processes which now sets a precedent for future Rail Trail development in New South Wales.

In 2017 Council submitted a funding application through the Stronger Country Communities Fund to complete the Detailed Development Plan for a section of Rail Trail within the Gundagai town area and an associated feasibility report into the inclusion of the NSW Heritage Listed Gundagai Railway Viaduct as part of the project.

Both reports were placed on public display for a period of four weeks from late April until early June, 2018.

Subsequently Council approved the submission of an application in May, 2018 to the Stronger Country Communities Fund to complete works for the Stage One Rail Trail project, which did not include the Railway Viaduct itself.

Discussion

Council has received a number of submissions on the Rail Trail Stage One project, with the majority being favourable. The major benefits cited included local and regional economic benefits, environmental benefits as well as health benefits for locals who can use the trail for recreation and to commute. The Gundagai Youth Council submission pointed to the benefits of connectedness with the villages and the fact that the trail will allow people to stop and stay, take a few days to explore and appreciate our beautiful landscape, people and hospitality.

A letter was received from one adjoining landholder that was against the project, with the major concerns being safety, rubbish, and the cost of construction and maintenance. The letter also

questions the likely usage of the trail. Further the letter cites concerns that the relevant legislation has not yet been passed by parliament.

Council also received a couple of submissions on the Railway Viaduct Feasibility Study. These were one for and one against the project.

The submission for the project pointed to the significance of the heritage structure at a local, state, national and even international level and the need to act now in order to ensure its conservation. It praised the inclusion of a rail trail on the viaduct as providing access to pedestrians, mobility scooters, and cyclists to interact with this significant part of Gundagai's and Australia's history. It noted that such a project will bring significant social and economic benefits to our region enabling an economic return on the Government investment required for the restoration and repurposing. Conversely the letter against the inclusion of the viaduct in the project cited concerns with the expense to both initially repair the bridge and install the shared use trail and then with ongoing maintenance. It prefers the approach of demolishing the NSW Heritage Listed Structure to avoid potential public hazard.

Currently Tumut Street is temporarily closed at the intersection with the Railway Viaduct due to concerns about the structural integrity of several spans of the Viaduct. John Holland has a project underway to conduct an "Alternate Use Study" for the Railway Viaduct. The study will incorporate the what, the how and the envisaged feasibility to each of a number of options for the Viaduct. There are no restrictions on the development of options and therefore this means there will be a mix of end outcomes i.e. full conservation, partial conservation, etc. The project process is expected to take about four to five months and to include opportunities for community consultation.

On 26 June 2018, representatives of Cootamundra – Gundagai Regional Council, Gundagai Historic Bridges Trust Inc and Engineers Australia – Engineering Heritage Sydney Committee met to discuss the future of the Gundagai historic road and rail bridges. While there are actions underway to deal with the road bridge, the future of the rail bridge is much less certain. The rail bridge has significance in its own right as a key example of a railway timber truss bridge, of which there are only 15 examples across NSW. The outcome of the meeting was to draft a letter to outline the preferred approach to management of the bridge including:

- Recognition of the Gundagai Rail Bridge as a key part of local and NSW culture and heritage, with its key role in opening up and developing the region;
- Preservation of the Gundagai Rail Bridge, as a significant heritage structure;
- Conversion of the bridge to a Rail Trail to allow continued use and encourage tourism to the area; and
- Provision of adequate funding to achieve these objectives.

8.3 OPERATIONS DIRECTORATE

8.3.1 JULY OPERATIONS UPDATE

DOCUMENT NUMBER	284695
REPORTING OFFICER	Mark Ellis, Manager Civil Works
AUTHORISING OFFICER	Allen Dwyer, 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	1. 2018-19 Works Program

RECOMMENDATION

The July Operations Update report be received.

Introduction

This report provides a detailed update of the Operations Department's works for the month of July

Discussion

Civil Works Section

Work is progressing on the construction of Rathmells Lane. The majority of the new pavement has been placed and compacted. Work on shoulder widening to create new turning lanes from Stockinbingal Road is currently underway. Over the next week, work will commence on preparation of the surface for bitumen sealing. This project was being funded from the Stronger Communities Funds.

Shoulder widening along Yeo Yeo Hampstead Road is currently underway. This work will see approximately another one kilometre of the road widened and sealed. Yeo Yeo Hampstead is a narrow bitumen road, with this project previously being identified to be widened for safety reasons due the severe should drop offs. This project is being funded from the Roads to Recovery program.

Footpath replacements have been underway in Cootamundra and Gundagai on projects identified under the Stronger Communities Funds. These projects involve footpaths in Punch Street Gundagai, Bourke Street and Boundary Road in Cootamundra.

Recent stabilisation works on both Muttama and Nangus Roads have now been sealed as well line marked and guide posted. These works were part of the 2017/18 REPAIR program as approved and co-funded by the RMS and Council from the Block Grant funds.

Maintenance grading has continued around the Coolac and Jugiong areas including Bundarbo, Armour Roads. Currently the crews are working along Tarrabandra and Nanagroe Roads and will progress onto

roads in those areas as conditions permit. Bitumen shire road maintenance including patching and sign maintenance has been undertaken as required.

Flood restoration works have been undertaken on projects on Cullinga Mines Road, Beggan Beggan Road and Nashes lane. This work involved culvert replacements and causeway replacement. Other flood works on identified projects will continue throughout the year in order have them completed by 30th June 2019. Gundagai crews have been undertaking earthworks in preparation for the new Sewerage Treatment plant.

Technical Services Section

Work on the Stockinbingal rehabilitation project has now been completed. The last section to be sealed included the parking area into the old railway station. All the old guardrail has now been replaced which now brings it up to current standards. Line marking, guide posts and signage has also been reinstated. As per all new works on State roads a road safety audit has been undertaken on the project. This is currently being assessed with some minor works identified to be altered to comply with this audit.

Attached is the first version of the 2018-19 works Program.

Parks & Recreation

General maintenance work has been carried out throughout Council parks. The baby swing seat at Jubilee Park was found to be damaged and had to be replaced, and the garden beds have been weeded, sprayed and mulched. The fitness equipment at Gordon Vesperman Park was inspected and bolts were tightened as required. The new swing set has been installed at Cameron Square. As the new swing is now in place work will commence on removal the old, non-compliant equipment from the other side of Cameron Square Park. Staff also line marked Clarke Oval for the AFL.

Work has continued within the CBD areas with the garden beds out the front of the Wallendoon Street toilets being replanted as well as the gardens on the corner of the Globe Hotel being trimmed and weeded. The flagpoles at Mirrabooka have been repaired for NAIDOC Week flag ceremonies, and the gardens beds along Carberry Park have been pruned, weeded and re-mulched. The street furniture in the Gundagai main street has received a new coat of varnish.

Property and Building Maintenance

Work has continued in preparation for the opening of the new building at Stan Crowe Oval. The gravel access to the building had been damaged due to large trucks and heavy machinery during works, and had been repaired by staff along with pot holes in the car park. The area surrounding the new Stan Crowe Oval building was also raked and seeded.

The Fisher Park grandstand has been pressure washed before each home game and the fields line marked. One of the concrete steps at the Fisher Park Grandstand had been smashed and has now been replaced with a new tread and extra event bins were delivered for the various home games held around Cootamundra.

One of the posts on the shelter above the picnic tables along Muttama Creek has been concreted back in as the post was very loose and the gardens along the bird walk were trimmed back off the footpath to allow better pedestrian access.

The area between the creek and the footpath along Yarri Park and Haydon Park has been pruned, mown and mulched giving it a more pleasant look. The wall on Yarri Park toilet block was pre painted in preparation for the NAIDOC week wall mural. The damaged baby swing seat at Palmer Park was also replaced.

With the leaves falling constantly along with the wet weather staff have spent extra time blowing down the footpaths around Cootamundra and Gundagai. Tree pruning has also been taking place around the townships of both Cootamundra and Gundagai, with limbs being trimmed to allow safer for access for pedestrians and trimming of vegetation in laneways to allow better access for the garbage trucks. Trees within the Cootamundra Pool were also trimmed and lifted. Staff have also removed a few trees that were deemed to be a high risk by the contractor who is currently undertaking an urban tree audit within the townships.

Staff have been busy with the continued chipping of the trees which were fallen to enable the upgrade of Rathmells Lane. The gravel road used to access Pioneer Park had a very large washout section that Parks staff filled in with gravel to make it more accessible safe. Staff also rakes and seeded the area surrounding the new drain along Pinkerton Road. The fence at Riding for the Disabled and the old Ampol site have been repaired by contractors after being damaged during storms earlier in the year. The new Visitors information centre sign was installed out the front of the Heritage Centre making the building easily identifiable to visitors passing through Cootamundra. The Heritage Centre is located next to the Cootamundra Railway Station and there is a high volume of foot traffic passing through this area.

2018-19 WORKS PROGRAM																																																															
		PROJECT		Survey	Design	Progr	Expenditure	July					August					September					October					November					December					January				February				March				April					May				June				
								2nd	9th	16th	23rd	30th	6th	13th	20th	27th	3rd	10th	17th	24th	31st	7th	14th	21st	28th	4th	11th	18th	25th	1st	8th	15th	22nd	5th	12th	19th	26th	2nd	9th	16th	23rd	30th	7th	14th	21st	28th	4th	11th	18th	25th													
		Parker Street -Fuel Depot entrance																																																													
PCTW	C	Coota-Saleyards Truckwash	\$ 333,000.00	complete	complete																																																										
SCP	C	Saleyards lighting																																																													
R2R	C	Turners lane causeway and reconstruction		complete	complete																																																										
R2R	C	Yeo Yeo Hampstead shoulder -stage 2	\$ 120,000.00				\$28,585																																																								
SCP	C	Rathmells Lane- Construction	\$ 150,000.00	complete	complete		\$128,425																																																								
		Rathmells Lane- Drainage			complete																																																										
PRC/SCP	C	Adjunbilly Road construction	\$ 2,100,000.00	complete	complete		\$ 16,600.00																																																								
SCP	C	Coota-Footpath renewal Program	\$ 250,000.00			75%																																																									
		Parker St at Sacred Heart																																																													
		Bourke St					\$ 10,230.00																																																								
		Boundary Road- shared footpath					\$ 19,900.00																																																								
SCP	G	Gundagai Footpath renewal Program	\$ 250,000.00																																																												
		Punch Street					\$ 4,000.00																																																								
RMS	C	Burley Griffin Way heavy Patching																																																													
RMS	C	Burley Griffin Way shoulder grading																																																													
RMS	C	Olympic Highway heavy Patching																																																													
RMS	C	Olympic Highway shoulder grading																																																													
		Regional Roads REPAIR program	TBC																																																												
		Heavy Patching	TBC																																																												
		Shoulder Grading for resealing- Cootamundra																																																													
		Shoulder Grading for resealing- Gundagai																																																													
		Pinkerton Road Drainage- Railway line to culvert	\$ 65,000.00	complete	complete	90%																																																									
		O'Donnell/Murray St culverts	\$ 25,000.00																																																												
		Gundagai Kerb & Gutter	\$ 123,180.00																																																												
		Byron St																																																													
		First Ave																																																													
		Kitchener St																																																													
		Cootamundra Kerb & Gutter	\$ 124,200.00																																																												
		Justin Street																																																													
		Cooper St																																																													
					Awaiting final design																																																										
		Morieys Creek Bridge																																																													
		Edwards Town road Bridge																																																													
		Sheddan St/West St round-about		complete	design progressing																																																										
		Rural Sealed Roads																																																													
		Resealing	\$ 2,021,714.00																															</																													

8.3.2 COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL'S COOTAMUNDRA WORKS DEPOT SITE REVIEW

DOCUMENT NUMBER	284756
REPORTING OFFICER	Paul Woods, Executive Director - PMO
AUTHORISING OFFICER	Allen Dwyer, 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	<ol style="list-style-type: none"> 1. Hovell Street Depot Plan 2. Depot Upgrade Estimates 3. Extract from the Valuation by Byrne Property Valuers dated 13th March 2018 - Confidential

Recommendation

1. Council Pursue the option of developing the Bradman Street Depot And Hovell Street Depot 2 to accommodate the Cootamundra component of the works staff and the Cootamundra Men's Shed in a portion of the Hovell Street Depot 2 Site.
2. The estimated cost of the refurbishment, referred to in 1 above, of \$900,000 be offset with the sale of depot 1 in Hovell Street and unexpended funds from the \$9,000,000 Stronger Community Fund projects.

Introduction

Cootamundra-Gundagai Regional Council's Works Unit operates out of two depots. The Cootamundra depot sites are located at 140 -145 and 162-176 Hovell Street Cootamundra and the Gundagai depot is located at 48 William Street, Gundagai.

At an Extraordinary meeting on 2 November 2015, prior to proclamation of the new CGRC, the former Cootamundra Shire Council considered a confidential report and resolved to submit an expression of interest for the purchase of the Goldenfields Water County Council site in Cootamundra. It was envisaged that following consolidation of the existing Cootamundra Works Depots, and sale of a portion of it, in conjunction with the Goldenfields site, it would provide the opportunity to develop a more effective and efficient Cootamundra depot operations.

Council's Expression of Interest for the purchase of the property was subsequently accepted and at a meeting of the new Cootamundra-Gundagai Regional Council of 12 December 2016, Council formally resolved to proceed with the purchase of the site.

In summary, CGRC currently owns the Depot 1 section of the existing Cootamundra Works Depot site and has responsibility as a Crown Land Trustee for the remaining sections of the site including Depot 2, the old Gas Works site and the Lions Club site, (site diagram attached). Council also owns the recently acquired former Goldenfields Works Depot site in Bradman Street, Cootamundra.

Discussion

Review Process

A representative team of key CGRC staff has been established to undertake a review of all aspects relating to this matter with a view to providing options for a revitalised, contemporary Works Depot in Cootamundra that will deliver the best outcome for the CGRC Works Unit, Council and community.

The review has included assessment of the existing depot sites, including the former Goldenfields site, and the feasibility of consolidation, relocation and potential disposal of any or part of these sites determined to be surplus to Council's requirements. Consideration has also been given to the operational requirements of all sections of Council's Works Unit providing a strategy for the development of a consolidated, functional and productive Works Depot.

An inaugural meeting of the Cootamundra Works Depot Review Team was conducted with the representative team comprised of relevant Operational Managers, Supervisors and Team Leaders. At this meeting the requirements for Council's future works operations were identified, together with a range of issues and options that will be considered as part of the review process.

Regular meetings have been undertaken over the last several months to review the depot consolidation information, issues and options. A site inspection was also undertaken at the Bradman Street Depot by Councillors and the review team.

Relevant advice and information have been provided to inform the review team from various sources including, Director Operations, Director Planning, Director Corporate Services and Consultant Finance Manager.

Also as part of the process operations commenced out of the Bradman Street Depot site in early February 2018. Regular CGRC meetings and training are also being held at the facility with the CGRC Engineering Unit relocated to the site during refurbishment of the Cootamundra Civic Centre building. A number of heavy plant items are also being stored on site.

Background

Cootamundra Works Depot 1 - 162-176 Hovell Street, Cootamundra

The property comprises lots 1, 2 & 3 in deposit plan 758287 and lot 1 in deposited plan 668765 and comprises a combined area of approximately 6,036.2 square metres.

Lot 1 of section 53 in deposit plan 758287 comprises a total area of approximately 2023 square metres.

Lot 2 of section 53 in deposited plan 758287 comprises a total area of approximately 2023 square metres.

Lot 3 of section 53 in deposited plan 758287 comprises a total area of approximately 1352.1 square metres.

Lot 1 in deposited plan 668765 comprises a total area of approximately 683.1 square metres.

The subject property is rated to the Cootamundra - Gundagai Shire Council and the zoning is IN2 (Light Industrial) under the provisions of the Cootamundra – Gundagai Shire Council Local Environmental Plan 2013. The existing use of the property is permitted under this zoning.

A valuation was obtained for the Depot 1 site in line with the initial Council recommendation to sell this site to support the option of relocating to the Bradman Street Depot. The valuation was provided by Byrne Property Valuers on March 13, 2018 and is provided as a confidential attachment for the information of Councillors.

Cootamundra Works Depot 2 – 140-154 Hovell Street, Cootamundra

The property comprises the following titles:

Lot 5 in deposit plan 758287 comprises a total area of approximately 5925.8 square metres.

Lot 2 in deposited plan 749510 comprises a total area of approximately 3164.3 square metres.

The property comprises a combined total area of 9090.1 square metres.

The subject property is rated to the Cootamundra - Gundagai Shire Council and the zoning is IN2 (Light Industrial) under the provisions of the Cootamundra – Gundagai Shire Council Local Environmental Plan 2013. The existing use of the property is permitted under this zoning.

It is a level, regular shaped allotment that has sealed access road frontage to Hovell Street. The property comprises a large hard stand asphalt and gravel area for manoeuvring large machinery around the yard.

All of the Depot 2 is Crown Land with Council as Trustee and therefore currently cannot be sold for a financial gain to Council. However Crown Land ownership and transfer legislation is currently under review and may enable this process in the near future.

The Depot 2 site also includes the AGL site - Lot 1 which comprises a total area of approximately 4903.0 square metres and the Lions Club site –Lot 7013 which comprises a total area of approximately 3722.0 square metres.

Bradman Street Depot (Previous Goldenfields Water Site) – 49-55 Pinkerton Road, Cootamundra

The property comprises the following titles:

Lot 374 in deposit plan 753601 comprises a total area of approximately 4045.6 square metres.

Lot 373 in deposited plan 753601 comprises a total area of approximately 4048.8 square metres.

The property comprises a combined total area of 8094.4 square metres.

The subject property is rated to the Cootamundra - Gundagai Shire Council and the zoning is R1 (General Residential) under the provisions of the Cootamundra – Gundagai Shire Council Local Environmental Plan 2013. The existing use of the property is permitted due to existing rights use under this zoning.

It is a gentle sloping, regular shaped allotment that has sealed access road frontage to Pinkerton Road and Bradman Street. The property comprises a large hard stand asphalt area, workshop, stores facility and administration and staff facilities.

CGRC Cootamundra Depot Development Options

Option 1 - Bradman Street Depot in conjunction with Hovell Street (Depot 2)

Previous Council reports outline that Council staff determined that the GWCC depot site was suitable for a new CGRC works depot site if it operated in conjunction with Council's present Hovell Street Depot 2 site as the major plant and materials storage depot.

The review team has determined that the combination of Bradman Street Depot and Hovell Street 2 would be suitable to support the Cootamundra Works Unit operations if the necessary upgrade works to both sites were implemented.

There was concurrence from the review team that there would be significant advantage in having all operational staff operating from the same site rather than the dysfunctional dynamic that currently exists through operating from several sites. There was a strong sentiment from the review team that developing a depot site that enables all work teams to operate from the same location, as a works unit, would provide a more effective, efficient work environment. This would enable more consistent leadership, communication, use of resources, planning and a sense of ownership and pride in the unit's outcomes.

There was also agreement that the site could accommodate all staff and plant but an additional site would have to be utilised in conjunction with the Bradman Street Depot for storage of large plant and materials. Hovell Street Depot 2, as recommended in the initial Council reports could be considered for the additional site.

Consideration should also be given to the recent negotiations by Council officers with the Cootamundra Men's Shed to utilise one of the existing buildings on the old Gas Works site for their new premises, when reviewing this option.

Bradman Street Depot requires approximately \$600,000 to be allocated for works to provide an appropriate functional, safe and productive work space including;

- Mechanical Workshop upgrade
- Upgrade of stores
- Removal of existing redundant buildings
- Upgrade of staff amenities
- Provision of ancillary items

Hovell Street Depot 2 requires approximately \$300,000 to be allocated for works to provide an appropriate functional, safe and productive work space including;

- Fuel Dispenser upgrade
- Emulsion Silo upgrade
- Power upgrade
- Removal of existing redundant buildings
- Upgrade of existing buildings
- Provision of storage structures

- Provision of ancillary items

Total \$900,000 – Option 1 (A copy of the cost estimate is attached)

Option 2 - Bradman Street Depot in conjunction with another Council owned property

As discussed, an additional site would have to be utilised in conjunction with the Bradman Street Depot for storage of large plant and materials. Consideration could be given to other Council owned sites in addition to Hovell Street Depot 2.

The storage sites would require appropriate site development including providing fencing, hard stand surface, buildings, power etc.

Proposed sites discussed included a section of the current Cootamundra Waste Depot site or a section of the existing Cootamundra Showground site. Both options would require further investigation if either was the preferred option.

Use of the existing Gundagai works depot was also discussed but the issue of distance and traveling time between the two sites was considered a significant barrier.

Bradman Street Depot requires approximately \$600,000 to be allocated for works to provide an appropriate functional, safe and productive work space including;

- Mechanical Workshop upgrade
- Upgrade of stores
- Removal of existing redundant buildings
- Upgrade of staff amenities
- Provision of ancillary items

Development of an additional Council owned property for storage requires approximately \$300,000 to be allocated for works to provide an appropriate functional, safe and productive work space including;

- Power
- Fencing
- Installation of a fuel dispenser and emulsion silo facility
- Provision of new storage structures
- Provision of hard stand surface
- Provision of ancillary items

Total \$900,000 - Option 2

Option 3 - Greenfield Site Depot Development

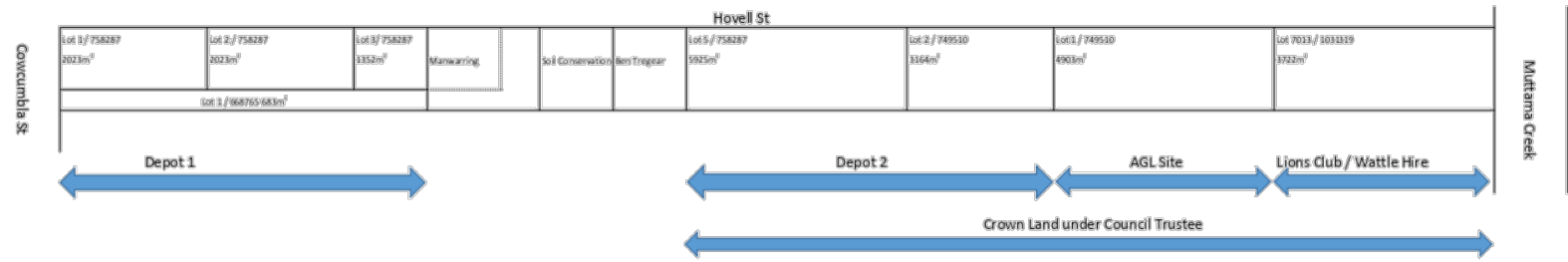
Development of a Greenfield site for a new depot is another option. The advantage with developing a new works depot facility on a new site, is that it will provide Council with an opportunity to establish a contemporary, purpose built, appropriately located depot that would be designed to support CGRC Works Unit requirements in the short to long term.

An appropriate Council owned site should be utilised to develop the new depot in order to reduce the total project cost.

The cost of providing a Greenfield site depot development would be in the vicinity of \$5m - \$7m, dependent on the standard of facility to be provided.

If Council decide to pursue the Greenfield site option, a further more detailed report will be provided for consideration.

Total \$5m - \$7m - Option 3



Bradman Street Depot Upgrade			Estimates
Administration Building			15,000
Workshop			265,000
Staff Amenities			120,000
Store			20,000
Depot Site Electrical Upgrade			90,000
Demolition of Existing Buildings			70,000
Fencing			10,000

Total 590,000

Hovell Street Depot 2 Upgrade		Estimates
Administration Building		10,000
Staff Amenities		30,000
Depot Site Electrical Upgrade		60,000
Plant and Material Storage Structures		100,000
Demolition of Existing Buildings		25,000
Relocate Emulsion Silo & Fuel Dispenser		50,000
Fencing		25,000

Total 300,000

Project Total 890,000

8.4 ASSET MANAGEMENT DIRECTORATE

8.4.1 STORMWATER MITIGATION PROJECT

DOCUMENT NUMBER	284656
REPORTING OFFICER	Phil McMurray, Director Asset Management
AUTHORISING OFFICER	Allen Dwyer, 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	Recommending expenditure of \$1million from the Stronger Communities Merger Project Fund
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Precis of Submission Received - Stormwater Mitigation Project

RECOMMENDATION

1. *\$100,000 be allocated to prepare a new flood study for Cootamundra and Stockinbingal, to support future grant applications under the NSW Government's Floodplain Management program for a Floodplain Risk Management Plan, and subsequent design and construction of flood mitigation works*
2. *\$100,000 be allocated towards a program of inspection and drain/creek cleaning in Cootamundra and Gundagai, with priority given to the following locations:*
 - *Muttama Creek, Cootamundra*
 - *South St and Isaac St South, Gundagai*
 - *Nashs Lane and Muttama Road, Cootamundra*
3. *\$150,000 be allocated towards projects that can be constructed without design plans, including:*
 - *Corner of Eagle and Luke St, South Gundagai - Construct kerb and gutter to divert run off down Luke St*
 - *Continue the construction of concrete "v" drain and grassed channel sides at various locations throughout Cootamundra.*
4. *\$150,000 be allocated towards survey, investigation and design of the following projects:*
 - *Tor St, Gundagai. East side road drainage between Nurse Murray St and Jack Moses Avenue, noting that this is the highest priority project for Gundagai*
 - *Open stormwater drain between Middle and South St, South Gundagai (Concrete "v" drain with selective improvements to channel sides and inlet/outlet to structures)*

- ***Southee Circle, Cootamundra. CCTV inspection of pipes. Analyse stormwater capacity and overland flow paths. Design improvements to minimise flooding risk.***
 - ***Sheahan Dr, Gundagai between Nurse Murray St and Jack Moses Avenue- design of roadside drainage including pipes, pits, kerb and gutter***
 - ***Drain on private property between Tor St & O'Hagan St, Gundagai - Design a piped drainage system and overland flow path through private properties***
 - ***Drain on private property at 48 Mount St South Gundagai - Design a piped drainage system and overland flow path through private property***
- 5. *The remaining \$500,000 be allocated towards construction of the projects listed in priority order in Recommendation 4, subject to design work and costing. The expected funding shortfall is to be considered in conjunction with competing priorities in future budgets.***
- 6. *All unfunded stormwater projects be listed in the Stormwater Asset Management Plan and that the expected funding shortfall be considered in conjunction with competing priorities in future budgets***

Introduction

A proposed Stormwater Mitigation Strategy was identified as a priority project requiring funding as part of the Stronger Communities Fund Major Projects Program. Council set aside \$1M from the fund to ensure the ongoing improvements and upgrades to stormwater systems in the Council area.

A copy of a Stormwater Priority Assessment Report was presented to the May Ordinary Council Meeting. The purpose of this report was to identify possible stormwater management projects using a risk based approach.

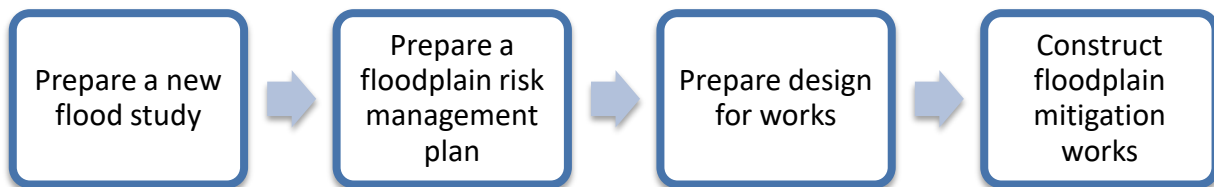
Council resolved that:

1. That the draft Stormwater Priority Assessment Report, be placed on public exhibition for a period of 28 days;
2. Following the exhibition period, a further report be prepared and submitted to Council, with the inclusion of details of any submissions received, for consideration and determination by Council.

Discussion

The report "Priority Infrastructure Project: Stormwater Priority Assessment Report" DRAFT Version 1.1", April 2018" contains recommendations for the expenditure of \$1M on stormwater improvements. The report was placed on public exhibition following the May Council meeting. Six submissions were received. These submissions are summarised in Attachment 1, following this report.

All submissions in Cootamundra related to flooding from Muttama Creek. In order to significantly improve hydraulic capacity of the creek, extensive works would be required. Grant funds may be available to support Council with flood mitigation, assist with this, however the project would need to comply with the State Government's Floodplain Management process, which is summarised below:



Commencement of the Floodplain Risk Management Planning process for Cootamundra is strongly recommended. It is recommended that the \$100,000 funding be used to invite quotations to prepare a new flood study, as a high priority. This will then ensure that Council is well placed to apply for two-thirds grant funding to prepare a floodplain risk management plan when the next round of funding applications are invited (likely March 2019).

In Gundagai, there is a long history of flooding associated with a few properties in Tor St. The owner of one property prepared an extensive submission, which was subsequently withdrawn. The Tor St project is the highest priority in Gundagai, and it is recommended that survey, investigation and design be undertaken as a high priority. Short term remedial works may not provide the relief that these residents are seeking.

The Stormwater Priority Assessment Report will now be finalised, taking into account the submissions received and the revised recommendations.

The revised recommendations for expenditure of \$1M are presented above for Council.

ATTACHMENT 1 – PRECIS OF SUBMISSION RECEIVED – STORMWATER MITIGATION PROJECT

Submission	Precis	Comment
L Byron – Tor St Gundagai	<ul style="list-style-type: none"> Extensive submissions regarding Stormwater Mitigation and Delivery/Operational Plans have been withdrawn Hopes that Item G1 in the Stormwater Mitigation Priorities stands on its merits and that repairing driveway damage be considered 	<ul style="list-style-type: none"> The survey, investigation and design of Project G1 (Tor St) is the highest priority stormwater project in Gundagai Refer Recommendation 4
S Mills – Poole St Cootamundra	<ul style="list-style-type: none"> Suggests that “mainstream flooding from major watercourses” applies to Gundagai and not Cootamundra, suggesting that Muttama Ck is the stormwater drain for Cootamundra. The highest priority nominated for Cootamundra – a levee bank along Adams St and McGowan St, is not supported without flood design and engineering consideration Supports allocation of funding for Floodplain Risk Management process and suggests this is the most significant recommendation for CGRC Request that any upgrading of stormwater infrastructure must not exacerbate flooding from Muttama Ck Notes that Muttama Ck is not a free flowing waterway and is choked by exotic trees and silt. Notes that pipes under causeways are blocked and that bridges are blocked by silt and overgrown vegetation Requests upgrading of capacity of Muttama Creek including a concrete V Drain Suggests that stormwater funds should not be used for structural assessment of Parker St bridge Requests that the primary recommendation should be to ensure that Muttama Creek is able to as efficient as possible remove stormwater from Cootamundra urban area. Requests routine or planned maintenance of the creek 	<ul style="list-style-type: none"> Project C5, the small levee bank along Adams St and McGowan St Cootamundra, will be deferred until it is assessed as part of the Floodplain Risk Management Planning process. Recommendation 1 nominates the commencement of the floodplain risk management process Recommendation 2 nominates additional funding for creek and drain cleaning
MJ & LJ Chaplin – Scott Ave Cootamundra	<ul style="list-style-type: none"> Requests that priority be given to improving flows in Muttama Ck. Concern that if flows are improved into the creek, then the creek must be able to cope with the increase 	<ul style="list-style-type: none"> Recommendation 1 nominates the commencement of the floodplain risk management process Recommendation 2 nominates additional funding for creek and drain cleaning
B Scott – Poole St Cootamundra	<ul style="list-style-type: none"> Questions whether the present main stormwater drain through Cootamundra has the capacity to convey stormwater in addition to the ‘flood’ water which would be already flowing in the creek. Notes that flooding occurred on 21 September 2016, not 23 September 2016 	<ul style="list-style-type: none"> The dates of flooding will be amended in the report Recommendation 1 nominates the commencement of the floodplain risk management process

Submission	Precis	Comment
	<ul style="list-style-type: none"> Suggests that the creek is so blocked that it does not have capacity to convey stormwater flows - Requests that drains have capacity to convey stormwater. 	<ul style="list-style-type: none"> Recommendation 2 nominates additional funding for creek and drain cleaning
P & H Smith – Bourke St Cootamundra	<ul style="list-style-type: none"> Requests that Council clean out the creek before more water can be drained into it. Suggesting there must be some way to modify the creek to protect all residents in Cootamundra from flooding. 	<ul style="list-style-type: none"> Recommendation 1 nominates the commencement of the floodplain risk management process Recommendation 2 nominates additional funding for creek and drain cleaning
R & A Patterson – Crown St Cootamundra	<ul style="list-style-type: none"> Concerned about the unintended consequences of the proposed levee bank at Risk No. C5 – it will channel more water into Muttama Creek which may well increase the height of the creek at Poole Street, thus transferring flooding from McGowan Street to Poole Street Requests a date for the flood study and floodplain risk management plan. Requests action on a recent fence construction in Poole St has implications for altering the flow of flood water 	<ul style="list-style-type: none"> Project C5, the small levee bank along Adams St and McGowan St Cootamundra, will be deferred until it is assessed as part of the Floodplain Risk Management Planning process. Recommendation 1 nominates the commencement of the floodplain risk management process Recommendation 2 nominates additional funding for creek and drain cleaning

8.4.2 DRAFT ASSET MANAGEMENT PLANS

DOCUMENT NUMBER	284657
REPORTING OFFICER	Phil McMurray, Director Asset Management
AUTHORISING OFFICER	Allen Dwyer, 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 section 403 of the Local Government Act, 1993
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

Council's draft Asset Management Plans for Transport, Water, Sewer, Stormwater, Buildings, Parks, and Waste Assets, be placed on Public Exhibition for 28 days.

Introduction

The completed drafts of 5 asset management plans (AMP's), are now available and to be placed on public exhibition. These plans being for Transport, Water, Sewer, Stormwater, Buildings, and Parks and Waste.

A Councillor Workshop was held Tuesday, 17th July, 2018. During this interactive workshop, Mike Brearley and Associates, covered their training program of asset management fundamentals for Councillors, and then drilled down to the detailed financial strategies for each asset class i.e. what are the issues and what is the strategy to address these issues? A copy of the power point presentation from the workshop is attached.

We have since refined the current versions of the AMP's with the changes we discussed and have issued updated versions under separate cover.

Discussion

Council has embarked on an asset management improvement program since the time of the amalgamation. Asset management is not only a legislative requirement, it is important so that Council is able to monitor the conditions of all its assets and make financially sustainable decisions for the management of these assets into the future.

The improvement program has involved considerable work in consolidating disparate data sets from each of the former Councils, updating them, and then migrating them across to Council's corporate asset management system (Civica Authority). As a result of this Council now has a single source for all asset data and financial reporting.

The most significant outcome from the asset management improvement program is the draft asset management plans. Five asset management plans that cover all infrastructure assets have now been prepared and have been developed in consultation with staff and with councillors. These plans list the assets Council is responsible for, their value and their condition. Importantly, the plans include financial modelling information, which define the backlog and assess the funding shortfalls if Council is to address this backlog. The plans also include proposed works programs that align with Council's current budget.

The plans identify a number of challenges associated with the management of Council's assets. For example, the current funding levels allocated towards roads maintenance and renewal, are not adequate to reduce the backlog. Financial modelling indicates that if Council is to reduce the backlog, an additional 10% of funding compounding each year would be required. Clearly, this creates unrealistic financial burdens on Council, and Council will be considering options to manage this. Such options include reducing the level of service provided for the road network, or seeking alternative sources of income. Another example is the poor condition of water mains in Cootamundra, which results in frequent main breaks and dirty water problems for Cootamundra residents. Council is already addressing this challenge by considering a replacement program for failing cast iron water mains in Cootamundra worth several million dollars.

The asset management plans are in draft format, and will continue to be updated and improved as better asset information becomes available. It is recommended that the draft asset management plans be placed on public exhibition, and then brought back to a future meeting of Council with the recommendation to adopt them.

The draft asset management plans are a significant achievement for Council and will provide valuable information to assist Councillors with their decision making.

8.4.3 REQUEST FOR TENDER 007/2018 - COOTAMUNDRA WATER SUPPLY - TOWN WATERMAIN REPLACEMENT

DOCUMENT NUMBER	284732
REPORTING OFFICER	Phil McMurray, Director Asset Management
AUTHORISING OFFICER	Allen Dwyer, 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	Commitment of \$2million from the Stronger Communities Fund
LEGISLATIVE IMPLICATIONS	Compliance with s55 of the Local Government Act, 1993 and related Regulation
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

1. Council award Killard Excavations Pty Ltd a contract to the value of \$2,000,000 for the replacement of watermains.
2. A further contract of \$2,287,600 be awarded to Killard Excavations Pty Ltd by means of a contract variation subject to a further report being adopted by Council to determine funding sources.

Introduction

Cootamundra-Gundagai Regional Council has sought tenders from suitable companies to undertake the replacement of watermains, in the town of Cootamundra NSW. The closing date & time for tender submissions was 4pm on Wednesday 20 June 2018.

CGRC had identified the urgent need of replacement of old ductile & Cast iron Water mains in Cootamundra town area. Council owns water storage facilities (total capacity of 4.31ML to serve the reticulated water supply for the Town of Cootamundra), water connections and 70km of water pipes. The average age of the water storage facilities is 35 years; the average age of the pipes is 60 years. As per Council's Asset Register, there is about 18.8 km length of Cast/ductile Iron water mains in town. This cast/ductile water main is very old, laid in the 1930's which is now showing signs of age and internal deterioration; the loss of internal section due to mineralisation deposition is found in many sections of this water main. For this reasons, the rate of failure of this mains can be as high as 6 to 7 times per week in summer. This is also creating issues with water quality e.g. dirty water around the whole township. There is a significant water loss issues due to extensive flushing and leaking from stop valves and hydrants.

The proposed contract is to utilize some of the Stronger Community Fund to expedite the current water mains replacement program around the Cootamundra township in order to reduce the amount of old cast/ductile iron mains. Council has allocated \$2M, as part of Stronger Community Fund to deliver this project. Council is aware that the allocated budget might not be sufficient to deliver the whole project. Hence, the scope of work was limited to the maximum length as permitted by this \$2M budget allocation. However as Council has indicated it is very keen and positive to source and to allocate funding to deliver the whole project as required.

The pipelines included in the tender document is the complete set in the priority list which requires replacement as a single package.

The work under this contract consists of supply of all materials, plant, equipment and labour and replacement of water mains pipelines including service lines listed.

Council wishes to minimize the impact and inconvenience to residents and road users, by utilizing trenchless technologies. A hybrid mix of trenchless technologies and traditional dig and lay was asked to be considered, methodology provided, and costed within the rates for each individual project listed in the tender document.

Important factors about the tender are:

In addition to the pipeline works the Contractor shall carry out the following works, which are essential for the proper completion of the Works.

- Obtain all required permits and approval including Department of Industry – Fisheries permit prior to constructing the Muttama Creek crossing.
- Obtain all required permits and approval including Australian Rail Track Corporation (ARTC), RailCorp permit prior to constructing the rail corridor crossing.
- Verifying locations of all services along the proposed pipeline replacements corridor.
- Testing and disinfection of the pipeline
- Site inspections and rectifying defects during the Post Completion Period
- Provision of Work-As-Executed documentation
- Provision for investigation of service connections, existing services and preparation of design documentations for accurate pricing for the job. Provision of Quality Assurance Documentation
- All temporary works such as environmental management, erosion and sediment control, preparing and implementing safe work method statements, ensuring work, health and safety of all personnel, site establishment, disestablishment etc. as necessary.

A Pre-tender meeting occurred in Council's Cootamundra office at 11am on Thursday 31 May 2018. Attendance by Tenderers was mandatory.

Tender closing 4pm 31 October 2013:

At opening Council received submissions from seven companies, with one being an Expression of Interest to supply drainage products only and not a tender.

Details of the tenders received are as follows:-

Apparent Price Order	Tender Opening Number	Tenderer Name
6	1	Beno Excavations Pty Ltd
7	2	BR Durham & Sons Pty Ltd (Expression of Interest only– not a tender submission)
3	3	Chiverton Estate Pty Ltd (Thomson's Irrifab)
5	4	Interflow Pty Ltd
1	5	J Holdings Group Pty Ltd (J Group Corporation)
2	6	Killard Excavation Pty Ltd
4	7	Bedrule Pty Ltd (Tobco)

The tenders have been evaluated by a tender panel based upon the criteria nominated in the 'Conditions of Tendering'. Tenders have been evaluated using a weighted scoring process based on information provided with the tender. The ratio of price to non-price criteria used was: 50:50

The weighted non-price criteria was:

- Past experience of the company in similar type of work – associated with pipeline construction in trafficable areas.
- Past performance of the company in similar type of work in meeting the Principal's contract requirements, especially in relation to time for completion, cost, claims history, quality, safety and environmental management
- Proposed construction methodology including construction program and preliminary risk assessment
- Organisational structure and experience of proposed personnel, including the experience and assessed suitability of proposed sub-contractors and consultants

- Record of past performance in managing WHS and environmental issues on recently completed projects

The Tender Panel consisted of:

Mr P McMurray, Deputy General Manager, Director Asset Management;

Mr T Shrestha, Asset Management Engineer;

Mr W Moore, Consultant Engineer;

Mr D Kelly, Water and Sewer Foreman; and

Ms C Smith, Procurement Officer.

Discussion

Details of the tender evaluation, including prices and scoring, have been provided to Councillors under separate cover on a confidential basis. . Tenders were assessed on “conformity to the documentation” and “value for money” (the most cost effective offer determined by considering all price and non-price factors relevant to the proposed contract). Council is not bound to accept the lowest tender or any tender submitted. Council, in its discretion, will accept the tender that it determines provides the most advantageous result.

The results of the assessment process indicate that the tender from Killard Excavations Pty Ltd offers the most beneficial outcome to Council. Their tender returned favorable results for the non-price criteria assessment.

The tender was well prepared and provided a thoughtfully planned methodology, including trenchless method across all road crossings.

There was apparent extensive experience in similar works.

Reference checks confirmed the suitability for this contractor to undertake the proposed works.

Overall, Killard Excavations Pty Ltd satisfies all of the evaluation criteria and has included all the information requested in their tender.

8.4.4 WATER AND SEWER OPERATIONS UPDATE

DOCUMENT NUMBER	284903
REPORTING OFFICER	Phil McMurray, Director Asset Management
AUTHORISING OFFICER	Allen Dwyer, 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	1. Draft Drinking Water Quality Policy

RECOMMENDATION

- 1. The Water and Sewer Operations Update report be received and noted.**
- 2. Council adopt the draft Drinking Water Quality Policy, attached to the report.**

Introduction

This report outlines some key operational achievements within Council's Water and Sewer Unit.

Discussion**Construction of a new pipe bridge for sewer and water mains.**

Contractors and CGRC employees have been undertaking works to replace the bridge that support the sewer and water main pipes across Muttama Creek. The old structure at the end of Betts Street Cootamundra has seen damage over the years from flooding, with the piers being badly eroded over time, the structure itself twisted and at risk of collapse.

Temporary by-pass arrangements for water and sewer were installed, prior to cutting of the existing pipes. Then a huge crane was brought in to lift the pipes and remove the old structure. New concrete footings were prepared and poured. A new bridge was transported to site, assembled, and new water and sewer pipes strapped to it. The crane returned to site for the new bridge to be lifted into place and secured.

Work on the sewer and water mains pipe bridge is expected to be completed soon, following the connection of the new pipes to the existing lines, and removal of the by-pass pipes.



Pictured: Replacing the bridge structure supporting Cootamundra's sewerage and water mains is in progress in Betts Street Cootamundra.

Betts Street Sewer Pump Station Odour Control

The Betts Street sewerage pumping station pumps all sewerage from Cootamundra to the sewerage treatment works on Gundagai Road.

CGRC has recently installed an "Odour Warrior" to combat odour from the sewerage pumping station.

The new machine introduces a vaporised blend of proprietary product, N-50, into the odour affected area being the sewage wet well. The system of eliminating odours takes place at the airborne molecular level. N-50 has no smell therefore is not a masking agent but a true biological odour eliminator, non-toxic and bio-degradable.

Neighbours around the sewerage pumping station have said they are very happy with this new device and the smell is now pleasant.

Apart from controlling odour, other benefits being achieved include a reduction of H₂S and corrosion in the pump station, discouraging the formation of fat build-up and making cleaning a simple task. The unit has a small footprint as pictured and provides very easy maintenance.

The success of the odour neutralisation system has astounded residents, engineers, and not to mention sceptical wastewater operators!



Pictured: The recently installed “Odour Warrior” at the Betts Street sewer pumping station in Cootamundra.

Air Valve Installation

CGRC has installed an Air Valve on the sewer rising main from the Betts Street pump station to the Sewer Treatment Plant. Corrosive gases are having an adverse impact reducing the life expectancy of this critical pipe asset. The Air Valve is located near the STP on the high point of the main, allowing the gases to be control released to the atmosphere.

Drinking Water Management System (DWMS) Review

Viridis Consultants Pty Ltd have been engaged by NSW Health to support CGRC with a review and consolidation of our DWMS and the preparation of the DWMS Annual Report.

An onsite discussion and workshop was undertaken with key stakeholders as part of this review on 26-27th June 2018. Part of the scope is to prepare a chlorination strategy for the Cootamundra Supply. Outcomes of the review, along with appropriate improvement actions, will be presented to Council when available.

In the interim it is important that an endorsed drinking water quality policy be adopted to fulfil the requirements of Element 1 of the DWMS, which is high level commitment. A draft policy has been attached.



DRAFT Drinking Water Quality Policy

Policy Approval and Distribution

Approved by	Council resolution
Responsible Officer	Phil McMurray, Deputy General Manager
Council Service Unit	Asset Management
Next Review Date	01- July 2022

Version Control

Ref	Date	Description	Council Resolution
0.1	31-07-2018	Presented to Council for Adoption	TBA

Purpose

The purpose of this policy is to support the provision of Cootamundra-Gundagai Regional Council's water supply service by outlining how Council will effectively manage the risks to drinking water quality.

Scope

All managers, supervisors and employees involved in the supply of drinking water are responsible for understanding, implementing, maintaining and continuously improving the *Drinking Water Management System*.

Legislative Framework

This policy ensures Council is compliant with the *Public Health Act 2010 (NSW)* and associated *Public Health Regulation 2012*.

Review Period

This document is to be reviewed every four (4) years to ensure that it remains relevant and meets legislative requirements.

Policy Statement

Council is committed to managing its water supply effectively to provide a safe, quality product that consistently meets appropriate drinking water standards developed in accordance with the Australian Drinking Water Guidelines and other regulatory requirements.

To achieve this, Council will implement and maintain a *Drinking Water Management System* to effectively manage the risks to drinking water quality.

In partnership with relevant stakeholders, Council will:

- manage water quality at all points, from source (as possible) through to treatment, storage and distribution, as relevant;
- use a risk-based approach in which potential threats to water quality are identified and balanced;
- develop incident response processes to deal with any water quality issues identified;
- ensure that employees and any contractors involved in the supply of drinking water understand their responsibility and are appropriately trained to implement the *Drinking Water Management System*;
- routinely monitor the quality of drinking water; use effective reporting mechanisms to provide relevant and timely information; and promote confidence in the water supply and its management;
- comply with the regulatory requirements of the *Public Health Act 2010 (NSW)* and associated *Public Health Regulation 2012*; and
- continually improve practices by assessing performance against criteria stated in the *Drinking Water Management System*.

9 MOTION OF WHICH NOTICE HAS BEEN GIVEN**9.1 NOTICE OF MOTION - COUNCIL TO FACILITATE CONSULTATION OPPORTUNITIES**

DOCUMENT NUMBER	284172
REPORTING OFFICER	Charlie Sheahan, Councillor
AUTHORISING OFFICER	Allen Dwyer, 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.

The following Notice of Motion signed by Councillor Charlie Sheahan was submitted on 11 July, 2018.

I hereby give notice of my intention to move the following motion at the Council meeting of Tuesday, 31 July, 2018:

MOTION

Council is to facilitate consultation between local property owners, potential investors/developers, local real estate agents and builders with the intention of identifying development opportunities in the local government area.

Note from Councillor

The objective of the consultation is to provide a 'think tank' environment to determine possible opportunities and solutions for the following:

- Vacant properties in the central business district of each town;
- Identify market signals for both commercial and residential;
- Create a strong cooperative and supportive relationship between Council, builders and investors/developers;
- Investigate and identify future growth requirements across the Council in areas, for example, aged care;
- Investigate associations with emerging opportunities for future business and investment development.

9.2 NOTICE OF MOTION - MUTTAMA WALKING TRACK

DOCUMENT NUMBER	284681
REPORTING OFFICER	Leigh Bowden, Councillor
AUTHORISING OFFICER	Allen Dwyer, 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.

The following Notice of Motion signed by Councillor Leigh Bowden was submitted on 23 July, 2018.

I hereby give notice of my intention to move the following motion at the Council meeting of Tuesday, 31 July, 2018:

MOTION

Council, in collaboration with the Muttama Creek Regeneration Group, investigate the feasibility of creating a walking track alongside sections of Muttama Creek.

Note from Councillor

At the Cootamundra Tourism Action Group on 19th July, 2018 a walking track along more sections of Muttama Creek was proposed. For example, at the moment the section of the Creek from Parker Street to Hovell Street has a paved walkway with attractive maintained surrounds.

Muttama Creek and its environs is the home to many species of native flora and fauna. It has the potential to be a tourist attraction in addition to providing a valuable recreation venue for locals.

The sections of the Creek that have been proposed as suitable for a walking track are: Adams Street to Cutler Avenue through Bradman Oval; Cutler Avenue to Poole Street; Poole Street to Only Street; Wallendoon Street to Parker Street and Hovell Street to Lloyd Conkey Avenue (under the railway bridge).

The maintenance and beautification of Muttama Creek, in addition to its upgrade as the main storm water channel in Cootamundra, has been discussed at recent Councillor Workshops. It would be timely to include consideration of a pathway in the current Muttama Creek deliberations.

9.3 NOTICE OF MOTION - RECREATIONAL VEHICLE PARKING

DOCUMENT NUMBER	284716
REPORTING OFFICER	Leigh Bowden, Councillor
AUTHORISING OFFICER	Allen Dwyer, 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.

The following Notice of Motion signed by Councillor Leigh Bowden was submitted on 23 July, 2018.

I hereby give notice of my intention to move the following motion at the Council meeting of Tuesday, 31 July, 2018:

MOTION

Council undertake the necessary steps to create a Recreational Vehicle (RV) parking site in Cootamundra

Note from Councillor

Visitor Information Centre volunteers, over the past several years, have reported that they receive a number of requests from visitors asking if there is an RV site in town. These visitors are known to move on to an RV Friendly Town than to use the Caravan Park.

Pioneer Park has been suggested as an ideal location.

9.4 NOTICE OF MOTION - POOL FEES FOR THE SUMMER SEASON

DOCUMENT NUMBER	284754
REPORTING OFFICER	Charlie Sheahan, Councillor
AUTHORISING OFFICER	Allen Dwyer, 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.

The following Notice of Motion signed by Councillor Charlie Sheahan was submitted on 23 July, 2018.

I hereby give notice of my intention to move the following motion at the Council meeting of Tuesday, 31 July, 2018:

MOTION

Council adopt the following charges for the 2018/19 Summer swimming season:

Cootamundra and Gundagai outdoor pools

Family season pass \$250

Adult season pass \$125

Concession season pass \$100

Children's season pass \$100

Adult single entry \$3.50

Concession / child single entry \$2.50

Non swimmers entry - free

Cootamundra heated pool

Adult single entry \$3.50

Concession/ child single entry \$2.50

Non swimmers entry – free

Note from Councillor

With future discussion with all parties, Council will look closely at the operation of the heated pool, possible designated group usage, possible prepaid multiple passes, and possible swipe system on a prepaid basis.

Our primary objective is to promote greater usage of these facilities.

9.5 NOTICE OF MOTION - TOURISM IN GUNDAGAI

DOCUMENT NUMBER	284885
REPORTING OFFICER	Abb McAlister, Mayor
AUTHORISING OFFICER	Allen Dwyer, 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.

The following Notice of Motion signed by Councillor Abb McAlister (Mayor) was submitted on 25 July, 2018.

I hereby give notice of my intention to move the following motion at the Council meeting of Tuesday, 31 July, 2018:

MOTION

Council consider and discuss the enterprises I propose to Council for Gundagai.

9.6 NOTICE OF MOTION - RATING CATEGORY AT 59 COOPER STREET

DOCUMENT NUMBER	284902
REPORTING OFFICER	Abb McAlister, Mayor
AUTHORISING OFFICER	Allen Dwyer, 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.

The following Notice of Motion signed by Councillor Abb McAlister (Mayor) was submitted on 25 July, 2018.

I hereby give notice of my intention to move the following motion at the Council meeting of Tuesday, 31 July, 2018:

MOTION

Council discuss the rating category of 59 Cooper Street, Cootamundra owned by the Town and Country Club (Cootamundra) Incorporated.

Note from Councillor

The property is currently zoned as a commercial property and the annual rates for the 2017/18 financial year were \$4804. If the property was zoned as residential the annual amount would be less.

10 QUESTIONS WITH NOTICE

10.1 QUESTIONS WITH NOTICE

DOCUMENT NUMBER	284967
REPORTING OFFICER	Marianne McInerney, Personal Assistant to the General Manager
AUTHORISING OFFICER	Allen Dwyer, 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	Nil

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:

Penny Nicholson – Can an update be given in relation to the plans for Christmas decorations for both Cootamundra and Gundagai

Response from Council Officer – Concept designs and quotes have been received from a supplier of corporate Christmas decorations. It is proposed the information be passed to Councillors with the view to discuss the options presented in the quotation at the Workshop scheduled for Tuesday, 14th August.

11 CONFIDENTIAL ITEMS

Nil