

Business Paper

ORDINARY COUNCIL MEETING

COUNCIL CHAMBERS, GUNDAGAI

6:00PM, TUESDAY 25th September, 2018

Administration Centres: 1300 459 689

The Mayor & Councillors
Cootamundra-Gundagai Regional Council
PO Box 420
Cootamundra NSW 2590

NOTICE OF MEETING

An Ordinary Meeting of Council will be held in the Council Chambers, Gundagai on:

Tuesday, 25th September, 2018 at 6:00PM

The agenda for the meeting is enclosed.

Allen Dwyer
General Manager

AGENDA

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1 OPEN FORUM**2 ACKNOWLEDGEMENT OF COUNTRY**

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

3 APOLOGIES**4 DISCLOSURES OF INTEREST**

5 CONFIRMATION OF MINUTES

5.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 28 AUGUST 2018

REPORTING OFFICER	Marianne McInerney, Personal Assistant to the General Manager
AUTHORISING OFFICER	Allen Dwyer, General Manager
ATTACHMENTS	1. Minutes of the Ordinary Meeting of Council held on Tuesday 28 August 2018

RECOMMENDATION

The Minutes of the Ordinary Meeting of Council held on Tuesday 28 August 2018 (attached) are submitted for confirmation.

Minutes

ORDINARY COUNCIL MEETING

**ALBY SCHULTZ MEETING CENTRE,
COOTAMUNDRA**

6:00PM, Tuesday 28th August, 2018

Administration Centres: 1300 459 689

**MINUTES OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA
ON TUESDAY, 28 AUGUST, 2018 AT 6:00PM**

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

IN ATTENDANCE: Allen Dwyer (General Manager), Phil McMurray (Deputy General Manager), Tim Swan (Manager Finance),

Note: The Meeting was adjourned at 7:15pm and reconvened at 8:20pm.

1 OPEN FORUM

List of Speakers

1. Narelle Troy – Spoke in relation to current swimming pool entry fees and in support of a spectator fee.
2. Betty Brown – Thanked Council for its letter of support in relation to her endeavours to have the Old Cootamundra Hospital added to the State Heritage Register.

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 APOLOGIES

Nil

4 DISCLOSURES OF INTEREST

Cr Kelly disclosed a pecuniary interest in item no. 8.2.1 Development Applications Approved July 2018 in relation to DA 10.2018.081 – Dwelling Additions at 164 Sutton Street, Cootamundra, as it is his primary place of residence.

5 CONFIRMATION OF MINUTES**5.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 31 JULY 2018**

Note: It was noted that in relation to item 9.1 Min. 170/2018, the dates for the consultation with local property owners, potential investors/developers, real estate agents and builders was changed from 17th and 18th September to 9th and 10th October, 2018 in Gundagai and Cootamundra respectively.

RESOLUTION 176/2018

Moved: Cr Dennis Palmer

Seconded: Cr Penny Nicholson

The Minutes of the Ordinary Meeting of Council held on Tuesday 31 July 2018 be confirmed as a true and correct record of the meeting.

CARRIED

6 MAYORAL MINUTES**6.1 MAYORAL MINUTE****RESOLUTION 177/2018**

Moved: Cr Leigh Bowden

Seconded: Cr Penny Nicholson

- 1. The information in the Mayoral Minute be received and noted.**
- 2. Mason Crane be invited to address Council on the meeting regarding historic bridges held in Sydney on 10th August, 2018 which was also attended by the Mayor.**

CARRIED

7 REPORTS FROM COMMITTEES

Nil

8 GENERAL MANAGER'S REPORT

8.1 CORPORATE SERVICES DIRECTORATE

8.1.1 INVESTMENT REPORT - JULY 2018

RESOLUTION 178/2018

Moved: Cr David Graham

Seconded: Cr Dennis Palmer

The Investment Report as at 31 July 2018 be received and noted.

CARRIED

8.1.2 MONTHLY FINANCE REPORT FOR JULY, 2018

RESOLUTION 179/2018

Moved: Cr Doug Phillips

Seconded: Cr Craig Stewart

The Financial report for July, 2018 be received and noted.

CARRIED

8.1.3 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE

RESOLUTION 180/2018

Moved: Cr David Graham

Seconded: Cr Gil Kelly

RECOMMENDATION

- 1. Cr McAlister (Mayor), Cr Palmer (Deputy Mayor), Cr Stewart and Cr Bowden attend the 2018 Local Government NSW Annual Conference**
- 2. The Mayor and Deputy Mayor be nominated as Council's voting delegates for the Local Government NSW Annual Conference**
- 3. Other Councillors wishing to attend the Conference be granted approval upon advising the Mayor and General Manager of their decision**

CARRIED

8.1.4 COOTAMUNDRA TOURISM ACTION GROUP - 16 AUGUST 2018 - MINTUES

RESOLUTION 181/2018

Moved: Cr Leigh Bowden

Seconded: Cr Craig Stewart

The Minutes of the Cootamundra Tourism Action Committee held on 16th August, 2018 be received and noted

CARRIED

8.1.5 COUNCIL MEETING ACTION REPORT (LATE REPORT)

RESOLUTION 182/2018

Moved: Cr Doug Phillips

Seconded: Cr Penny Nicholson

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

CARRIED

8.2 DEVELOPMENT AND COMMUNITY SERVICES DIRECTORATE

8.2.1 DEVELOPMENT APPLICATIONS APPROVED JULY 2018

Note : Having disclosed a pecuniary interest in this item, Cr Kelly left the meeting at 6:34pm, during discussion and voting.

RESOLUTION 183/2018

Moved: Cr Dennis Palmer

Seconded: Cr Penny Nicholson

The information on Development Applications Approved for the month of July, 2018 be noted.

CARRIED

Note: Cr Kelly returned to the meeting at 6:35pm.

8.3 OPERATIONS DIRECTORATE**8.3.1 OPERATIONS UPDATE REPORT FOR THE MONTH OF AUGUST, 2018****RESOLUTION 184/2018**

Moved: Cr Doug Phillips

Seconded: Cr Dennis Palmer

The Operations Update Report and Works Program attachment for the month of August, 2018 be received.

CARRIED

8.3.2 CGRC SWIMMING POOLS REPORT

Note: The Resolution was carried during re-committal of this item, following the reconvening of the Meeting.

RESOLUTION 185/2018

Moved: Cr Dennis Palmer

Seconded: Cr Doug Phillips

1. Council adopt the following Fees and Charges for the Gundagai and Cootamundra Pools for the 2018/2019 swimming season.

Gundagai Fees and Charges

Single Visit	
Adult	\$5.50
Child/Concession	\$3.50
School Groups	\$2.00
Non-Swimming Observer	\$1.00
Family Day Pass	\$15.00
Season Pass – 14 Oct 2018 to 10 Mar 2019	
Adult	\$115.00
Child/Concession	\$95.00
Family	\$235.00
10 Visit Pass	
Adult	\$52.00

Child/Concession	\$32.00
------------------	---------

Cootamundra Fees and Charges

Single Visit	
Adult	\$3.50
Child/Concession	\$2.50
Non-Swimming Observer	\$2.00
12 Month Pass	
Family	\$700.00
Adult	\$250.00
Child/Concession	\$200.00
4 Month Pass	
Family	\$250.00
Adult	\$125.00
Child/Concession	\$100.00
10 Visit Pass	
Adult	\$32.00
Child/Concession	\$22.00

2. **The Cootamundra Indoor Swimming Pool Operations Plan, the Cootamundra Swimming Pool Operations Plan and the Gundagai Outdoor Swimming Pool Operations Plan, attached to the report, be adopted for the 2018/2019 swimming season.**

CARRIED

Amendment:

An amendment was moved by Cr's Sheahan and Kelly:

1. Council adopt the following Fees and Charges for the Gundagai and Cootamundra Pools for the 2018/2019 swimming season.

Gundagai and Cootamundra Swimming Pools Fees and Charges

Single Visit	
Adult	\$4.00
Child/Concession	\$3.00
Non-Swimming Observer	Free
Season Pass – 14 Oct 2018 to 10 Mar 2019	
Adult	\$125.00
Child/Concession	\$100.00
Family	\$250.00
Season Pass – Annual	
Adult	\$350.00
Child/Concession	\$280.00
Family	\$700.00

2. The Cootamundra Indoor Swimming Pool Operations Plan, the Cootamundra Swimming Pool Operations Plan and the Gundagai Outdoor Swimming Pool Operations Plan, attached to the report, be adopted for the 2018/2019 swimming season.

On being put to the Meeting, the Amendment was lost.

Note: A Notice of Motion of Rescission of Minute no. 185/2018 CGRC Swimming Pools Report in the names of Cr's Sheahan, Kelly and Bowden was lodged with the General Manager prior to the conclusion of the meeting.

8.4 ASSET MANAGEMENT DIRECTORATE

Nil

9 MOTION OF WHICH NOTICE HAS BEEN GIVEN

Nil

10 QUESTIONS WITH NOTICE

Nil

11 CONFIDENTIAL ITEMS

Nil

The Ordinary Meeting adjourned at 7:15pm to consider several matters in a workshop. The Ordinary Meeting resumed at 8:20pm.

The Meeting closed at 8:30pm.

The Minutes of this meeting were confirmed at the Ordinary Council Meeting held on 25th September, 2018.

.....
CHAIRPERSON

.....
GENERAL MANAGER

6 MAYORAL MINUTES

So as to keep Councillors and the community aware of my engagements on behalf of Council I intend to provide regular updates through my Mayoral Minutes. These Minutes will also include copies of relevant correspondence received by me.

6.1 MAYORAL MINUTE

DOCUMENT NUMBER	288893
REPORTING OFFICER	Marianne McInerney, Personal Assistant to the General Manager
ATTACHMENTS	Nil

RECOMMENDATION

The information in the Mayoral Minute be received and noted.

29 August 2018

Cr Bowden attended the Gundagai Cultural Group Meeting.

31 August 2018

Cr Bowden attended SHIFT Eastern Riverina Arts event in Temora.

1 September 2018

Mayor McAlister attended the Gundagai Remembers Official Ceremony with Acting Prime Minister Michael McCormack and Governor General Sir Peter Cosgrove.

Crs Bowden and Nicholson met with residents of the Cootamundra Nursing Home for morning tea.

3 September 2018

Mayor McAlister and Cr Nicholson attended the Gundagai Tourism Action Committee meeting.

Cr Sheahan attended the Muttama Creek Regeneration Group meeting.

6 September 2018

Mayor McAlister and Crs Graham, Nicholson and Sheahan attended the Inland Rail presentation in Cootamundra.

10 September 2018

Mayor McAlister attended the Riverina Eastern Regional Organisation of Councils (REROC) meeting.

12 September 2018

Mayor McAlister and Cr Nicholson attended the combined Gundagai and Cootamundra Tourism Action Committee meeting.

Cr Graham chaired the Coolac Advancement Group meeting.

12 - 14 September 2018

Cr Bowden attended the Local Aboriginal Network Conference in Narrabri.

20 September 2018

Cr Bowden attended the Cootamundra Tourism Action Group Meeting.

21 September 2018

Cr Bowden attended the Eastern Riverina Arts Advisory Panel Meeting.

6.2 MAYORAL MINUTE - LIBRARY FUNDING ENDORSEMENT

DOCUMENT NUMBER	288172
REPORTING OFFICER	Abb McAlister, Mayor
ATTACHMENTS	1. Email from Robert Knight-RRL-Letter of Support dated 29th August, 2018

RECOMMENDATION

1. Council endorse the NSW Public Libraries Association and Local Government NSW library funding advocacy initiative, *Renew Our Libraries*.
2. Council note the announcement by the NSW Government on 24 August 2018 of its intention to provide a \$60m funding package for NSW public libraries for the quadrennial period 2019-20 to 2022-23.
3. Council support the ongoing *Renew Our Libraries* initiative to secure the pledged funding, clarify the funding components and liaise with the government regarding the funding model.
4. Council support *Renew Our Libraries* to work with the Government to develop a sustainable future funding model with a view guaranteeing an appropriate level of ongoing and indexed state funding.
5. Council make representation to the local State Member Stephanie Cook, in relation to the need for ongoing additional funding from the NSW State Government for the provision of public library services.
6. Council write to the Hon. Don Harwin, Minister for the Arts and the Hon. Walt Secord, Shadow Minister for the Arts, calling for bi-partisan support for the provision of ongoing and indexed increases in state funding for NSW public libraries, supported by a sustainable future funding model.
7. Council take a leading role in activating the campaign locally.
8. Council endorse the distribution of the NSW Public Libraries Association and Local Government NSW library funding advocacy initiative information in Council libraries, as well as involvement in any actions arising from the initiative.
9. Council formally advise the NSW Public Libraries Association and Local Government NSW that Council has endorsed the library funding advocacy initiative.

Introduction

Riverina Regional Library (RRL) are lobbying their member councils and requesting support for funding through Regional Cultural Fund Grants Program and seeks endorsement from Council with the recommendations outlined above.

Council has previously supplied a letter of support which was sent 5 September, 2018.

From: Knight, Robert
To: adrian.butler@federationcouncil.nsw.gov.au; [Allen Dwyer](mailto:Allen.Dwyer); [James Davis](mailto:James.Davis); [Lavelle Gary](mailto:Lavelle.Gary); [Matthew Hyde](mailto:Matthew.Hyde) (mhyde@snowyvalleys.nsw.gov.au); [Peter Veneris](mailto:Peter.Veneris) (PVeneris@lockhart.nsw.gov.au); [Pinnuck, Steve](mailto:Pinnuck.Steve); [Ray Smith](mailto:Ray.Smith) (rsmith@blandshire.nsw.gov.au); [Thompson, Peter](mailto:Thompson.Peter); [Tony Donoghue](mailto:Tony.Donoghue)
Cc: [Courtney Armstrong](mailto:Courtney.Armstrong); [Marianne McInerney](mailto:Marianne.McInerney); [Kristy Kay](mailto:Kristy.Kay); [David Smith](mailto:David.Smith); [Grant Johnson](mailto:Grant.Johnson); [Wiggins, Tracy](mailto:Wiggins.Tracy); [Steve Firth](mailto:Steve.Firth); [Scully, Madeleine](mailto:Scully.Madeleine); [Councillor Dallas Tout](mailto:Councillor.Dallas.Tout)
Subject: Letter of Support - Riverina Regional Library Application to the Regional Cultural Fund
Date: Wednesday, 29 August 2018 8:57:22 AM
Attachments: [image003.jpg](#)
[image004.jpg](#)
[image005.jpg](#)
[image002.jpg](#)
[image007.jpg](#)
[Regional Cultural Fund - Proposal For the Extension of the RRL Administration Centre.msg](#)

Dear Riverina Regional Library Member Council General Managers,

Cr Dallas Tout, Chairperson of the Riverina Regional Library (RRL) Advisory Committee, circulated an email (see attached) to all RRL Advisory Committee members on 7 August 2018 requesting support for a proposed application to the 2018 Regional Cultural Fund (RCF) grants program for the extension of the RRL Administration Centre in the amount of \$250,000, with a contribution of up to \$150,000 from the RRL Working Fund. There is currently \$654,000 in the Working Fund in addition to \$1.67m in restricted reserve funds.

16 of the 23 members of the RRL Advisory Committee, representing all 10 RRL member Councils, responded to the Chairperson's email. All respondents voted in favour of the proposal.

The objectives of the proposed extension are as follows:

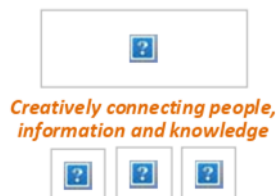
- Extra work and storage space to enable RRLAC staff to meet changing and increasing demands for collections, services and programs provided direct to its 19 libraries
- Additional and more flexible meeting and training space to enable a broader range of professional development and collaborative opportunities for the needs of RRL (and its member Council and libraries) as well as the broader needs of the 44 South-West Zone libraries
- The capacity for future expansion in the event that additional councils request admission to RRL
- Overall future-proofing of this significant regional organisation

At its meeting on Monday 17 August 2018 the Executive Council of RRL, the Wagga Wagga City Council, endorsed a report recommending the submission of a grant application to the RCF and a contribution of up to \$150,000 from the RRL Working Fund if the grant application is successful.

I would be most grateful for a letter of support for RRL's application to the RCF from each RRL member Council. RCF applications close on Friday 21 September, so your letter of support would be appreciated by Monday 17 September.

With thanks and regards,

Robert



Robert Knight OAM
 Executive Director
 Riverina Regional Library
 2 Galing Place
 PO Box 5186
 WAGGA WAGGA NSW 2650
 T: +61 2 6926 9777
 M: 0408 285 724

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7 REPORTS FROM COMMITTEES

Nil

8 GENERAL MANAGER'S REPORT

8.1 CORPORATE SERVICES DIRECTORATE

8.1.1 REFERRAL OF FINANCIAL STATEMENTS FOR AUDIT

DOCUMENT NUMBER	286619
REPORTING OFFICER	Tim Swan, Manager Finance
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	To comply with section 413 of the Local Government Act 1993.
POLICY IMPLICATIONS	Accounting Policies are detailed within the Financial Statements.
ATTACHMENTS	<ol style="list-style-type: none"> 1. GPFS Statement by Councillors and Management 2. SPFS Statement by Councillors and Management

RECOMMENDATION

1. **The Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer to sign the Statements by Councillors and Management for the 2018 General Purpose Financial Statements and 2018 Special Purpose Financial Statements for the Cootamundra-Gundagai Regional Council.**
2. **The 2018 Financial Statements be returned for audit.**
3. **The General Manager be authorised to issue the 2018 Financial Statements upon receipt of the auditor's report.**

Introduction

Section 413 of the Local Government Act requires a resolution of Council to refer the draft financial statements to audit.

Section 413 (2c) requires a resolution of Council that the annual financial statements have been prepared in accordance with;

- The Local Government Act 1993 (as amended) and the Regulations made there under
- The Australian Accounting Standard and professional pronouncements,
- The Local Government Code of Accounting Practice and Financial Reporting.

And that, to the best of their knowledge and belief, the financial statements present fairly the operating result and financial position, and accord with Council's accounting and other records.

Section 418 of the Act requires that as soon as practicable after Council receives a copy of the auditor's report, it must fix a date for a meeting to present the audited financial statements to the public, and it must make the financial statements available for public inspection for at least seven days prior to the meeting date.

Discussion

The financial statements for the reporting period ended 30 June 2018 have been completed to draft stage and are ready for audit. Pursuant to section 413(1) of the Local Government Act,

Council is required to refer the draft statements to audit.

Further information and analysis will be provided when the audit is finalised and the completed financial statements are presented to Council at the November Council meeting, including a presentation by the Audit Office.

Cootamundra-Gundagai Regional Council

General Purpose Financial Statements for the year ended 30 June 2018

Statement by Councillors and Management made pursuant to Section 413(2)(c) of the *Local Government Act 1993 (NSW)* (as amended)

The attached General Purpose Financial Statements have been prepared in accordance with:

- the *Local Government Act 1993 (NSW)* (as amended) and the regulations made thereunder,
- the Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these financial statements:

- present fairly the Council's operating result and financial position for the year,
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 25 September 2018.

Abb McAlister
Mayor

Dennis Palmer
Councillor

Allen Dwyer
General Manager

Tim Swan
Responsible Accounting Officer

SPFS 2018

Cootamundra-Gundagai Regional Council

Special Purpose Financial Statements

for the year ended 30 June 2018

Statement by Councillors and Management

made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- the NSW Government Policy Statement 'Application of National Competition Policy to Local Government',
- the Division of Local Government Guidelines 'Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality',
- the Local Government Code of Accounting Practice and Financial Reporting,
- the NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

To the best of our knowledge and belief, these financial statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 25 September 2018.

Abb McAlister
Mayor

Dennis Palmer
Councillor

Allen Dwyer
General manager

Tim Swan
Responsible accounting officer

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8.1.2 INVESTMENT REPORT - AUGUST 2018

DOCUMENT NUMBER	288242
REPORTING OFFICER	Tim Swan, Manager Finance
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	Council's investment income for August 2018 was \$69,056, exceeding the budgeted figure of \$65,526 by 5.4%.
LEGISLATIVE IMPLICATIONS	Council investments comply fully with section 625 of the Local Government Act (NSW) 1993, Local Government (General) Regulation 2005 paragraph 212 and Council's Investment Policy.
POLICY IMPLICATIONS	The Investment Policy was adopted on 31 July 2018 and is due for review on 31 July 2021.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Investment Report P1 2. Investment Report P2-5 3. Investment Report - Reserves

RECOMMENDATION

The Investment Report as at 31 August 2018 be received and noted.

Introduction

Returns on investments have exceeded budget and benchmarks for August, 2018.

Discussion

Investments for August, 2018 have produced interest of \$69,056.

Due to the excellent performance of Council's investments in the 2017/18 financial year, the budgeted income has been increased from \$52,983 per month to \$65,526.

At this early stage of the financial year the interest income 9% ahead of budget, and the net return is significantly higher than the benchmark.



REPORT - CASH & INVESTMENTS

Year of Report 30-06-19
Month of report 31-Aug

Institution	Credit Rating	Investment Type	Date Lodged	Maturity Date	Interest Rate	Value
Commonwealth Bank	AA-	Bank Account				\$2,462,100.28
National Australia Bank	AA-	Bank Account				\$73,516.32
Commonwealth Bank	AA-	Business Online Saver				\$1,007,767.89
National Australia Bank	AA-	Cash Maximiser				\$16.84
National Australia Bank	AA-	Term Deposit	12-06-18	10-09-18	2.73	\$2,500,000.00
Commonwealth Bank	AA-	Term Deposit	20-12-17	18-09-18	2.62	\$3,000,000.00
Rural Bank Ltd	BBB+	Term Deposit	01-05-18	01-11-18	2.78	\$3,000,000.00
Members Equity Bank	BBB	Term Deposit	23-05-18	23-11-18	2.72	\$1,000,000.00
AMP Bank	A	Term Deposit	27-02-18	27-11-18	2.65	\$1,300,000.00
Members Equity Bank	BBB	Term Deposit	23-05-18	20-12-18	2.72	\$1,000,000.00
St George	AA-	Term Deposit	18-07-18	23-01-19	2.68	\$1,000,000.00
Bank of Queensland	BBB+	Term Deposit	26-06-18	25-01-19	2.8	\$2,030,630.14
National Australia Bank	AA-	Term Deposit	08-06-18	31-01-19	2.75	\$1,000,000.00
Members Equity Bank	BBB	Term Deposit	23-05-18	25-02-19	2.72	\$2,000,000.00
National Australia Bank	AA-	Term Deposit	08-06-18	29-03-19	2.75	\$1,000,000.00
Rural Bank Ltd	BBB+	Term Deposit	01-05-18	01-05-19	2.8	\$1,000,000.00
Members Equity Bank	BBB	Term Deposit	23-05-18	23-05-19	2.75	\$3,000,000.00
National Australia Bank	AA-	Term Deposit	12-06-18	12-06-19	2.75	\$1,000,000.00
Bendigo & Adelaide Bank Limited	BBB+	Term Deposit	26-06-18	24-06-19	2.83	\$1,000,000.00
Bendigo & Adelaide Bank Limited	BBB+	Term Deposit	26-06-18	23-07-19	2.83	\$1,000,000.00
National Australia Bank	AA-	Term Deposit	01-08-18	15-11-18	2.65	\$1,000,000.00
Total Cash & Investments						\$32,374,031.47

Source of Investments	Interest budget for month	Interest for month	Total Invested
General Fund Operations	\$8,836.83	\$9,312.83	\$4,365,921.47
Developer Contributions			
Water Fund	\$11,448.86	\$12,065.56	\$5,656,420.51
Sewer Fund	\$9,406.47	\$9,913.15	\$4,647,357.49
Domestic Waste Mgmt Fund	\$3,355.80	\$3,536.56	\$1,657,963.00
Other externally restricted	\$9,500.22	\$10,011.96	\$4,693,676.00
Internally restricted funds	\$22,978.39	\$24,216.13	\$11,352,693.00
TOTAL	\$65,526.58	\$69,056.19	\$32,374,031.47

This report is produced in accordance with section 625 of the Local Government Act 1993 and all investments have been made in accordance with Act & the Regulations.

Responsible Accounting Officer


Signature

Tim Swan
Finance Manager



Bank Exposure Profile

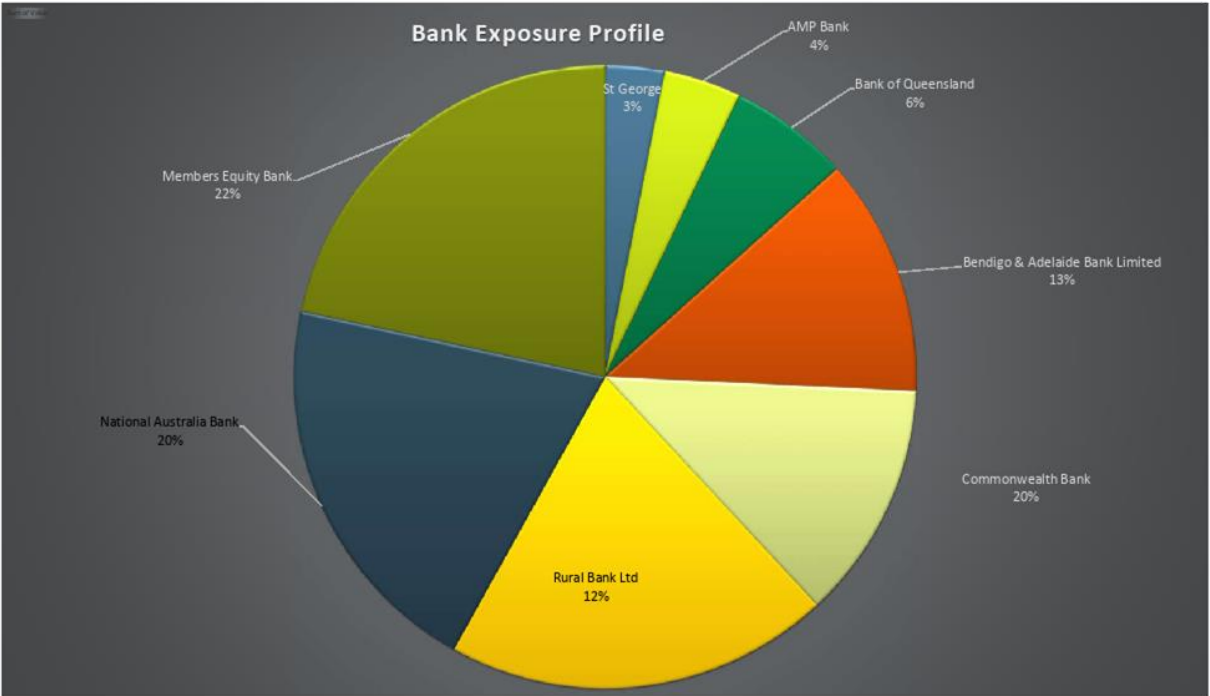
Purpose

This graph demonstrates the distribution of Council's current investments.

Result

Council's largest single exposure is the 22% of funds invested with Member's Equity Bank.

ANALYSIS - CASH & INVESTMENTS



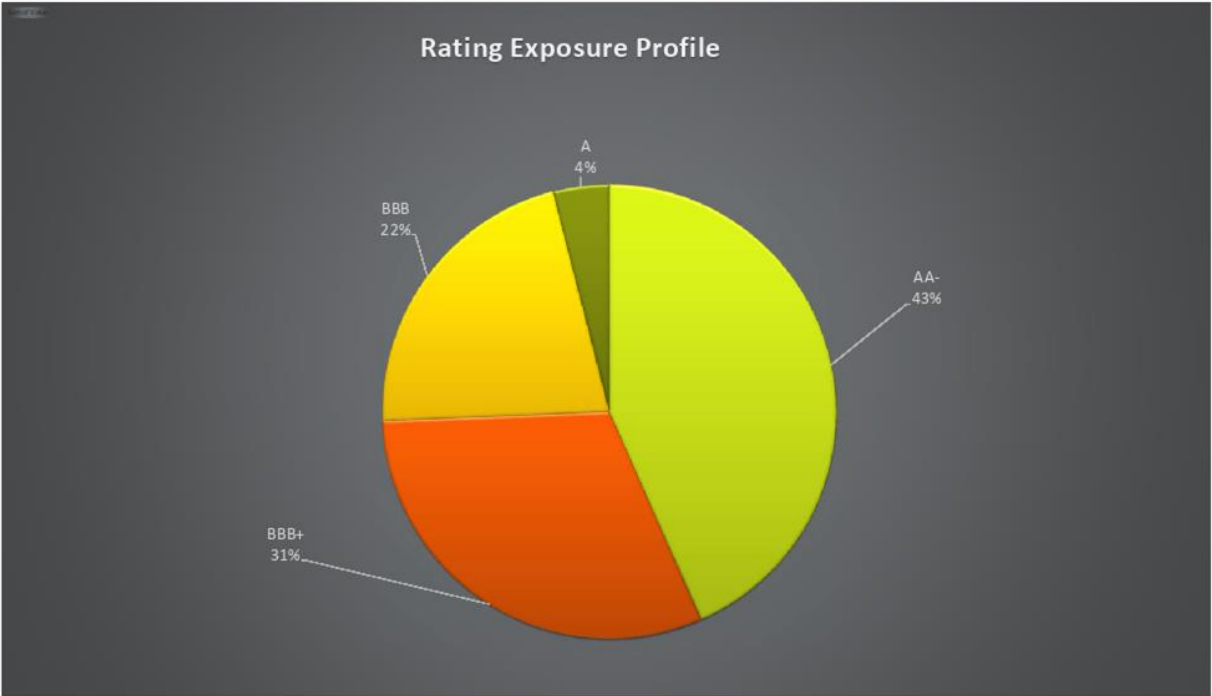


ANALYSIS - CASH & INVESTMENTS

Rating Exposure Profile

Purpose
The ratings agency Standard & Poor's assesses debtors and forecasts their likelihood of default. ratings span from AAA - considered Prime, to D - In Default.

Result
47% of investments are with banks rated A and above. As lower rated investments mature strong consideration is being given to ratings of A- and above.





ANALYSIS - CASH & INVESTMENTS

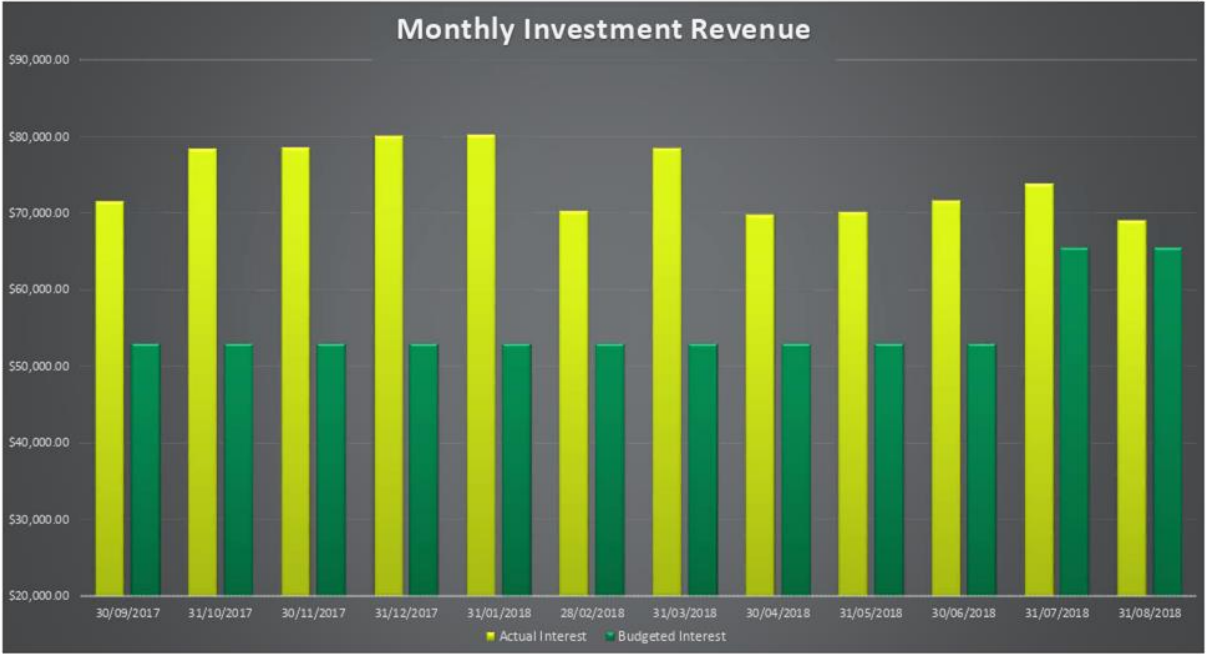
Monthly Interest Revenue

Purpose

This graph compares earnings to budgeted income.

Result

Investment income of \$142,887.19 is 9.03% above budgeted earnings of \$131,053.16 for the 2018/19 year



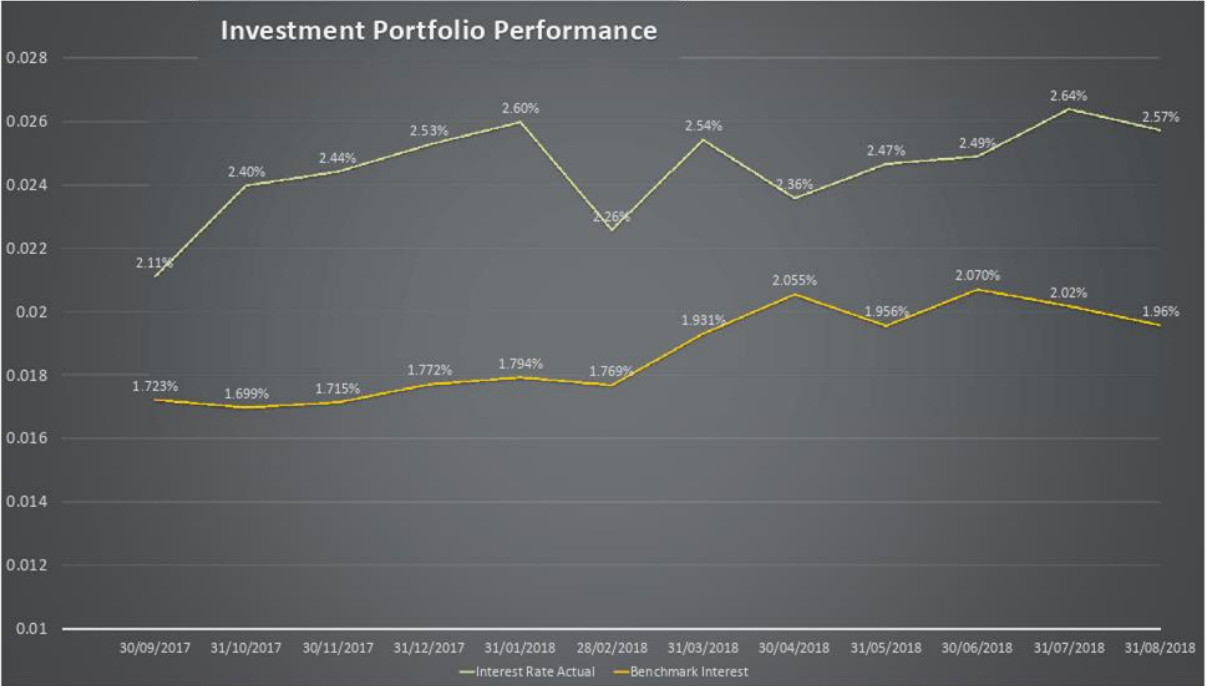


ANALYSIS - CASH & INVESTMENTS

Investment Portfolio Performance

Purpose
This graph compares performance against the benchmark rate.

Result
CGRC investments are performing better than the benchmark rate.





Cash and Investments for the year ended 30 June 2018

	Actual 1-Jul-17	Budget Cash Flows	Original Budget 30-Jun-18	Approved changes				Revised Budget 30-Jun-18	Actual as at 31-Aug-18
				Sep QBRs	Dec QBRs	Mar QBRs	Other		
Externally Restricted⁽¹⁾									
Developers Contributions	-	60,000	60,000	-	-	-	-	60,000	-
Sheridan Street Upgrade Loan Funds	398,832	-	398,832	(398,832)	-	-	-	-	-
Specific Purpose Unexpended Grants & Contributions	1,584,993	-	1,584,993	(709,605)	-	-	-	875,388	1,922,485
Water network infrastructure	4,634,622	661,669	5,296,291	(894,927)	-	-	-	4,401,364	5,656,421
Sewer network infrastructure	4,422,549	(529,460)	3,893,089	650,000	-	-	-	4,543,089	4,647,357
Gundagai Town Improvement District	1,197,545	-	1,197,545	(40,755)	-	-	-	1,156,790	1,869,458
Domestic Waste Management	1,669,722	366,860	2,036,582	(305,000)	(70,000)	-	-	1,661,582	2,234,044
Stormwater infrastructure renewal	245,931	-	245,931	-	-	-	-	245,931	325,652
Total Externally Restricted	14,154,194	559,069	14,713,263	(1,699,119)	(70,000)	-	-	12,944,144	16,655,417
(1) Funds that must be spent for a specific purpose									
Internally Restricted⁽²⁾									
Merger Implementation Fund	3,698,317	(1,999,940)	1,698,377	-	-	-	-	1,698,377	901,720
Stronger Communities Fund	8,920,259	(4,000,000)	4,920,259	-	-	-	-	4,920,259	4,920,259
Aerodrome Bitumen Resurfacing	233,686	1,166	234,852	-	-	-	-	234,852	233,686
Bradman's Birthplace	22,814	11,330	34,144	-	-	-	-	34,144	37,047
Cemetery Reserve	-	37,839	37,839	-	-	-	-	37,839	-
Coolac bypass	103,810	(25,375)	78,435	-	-	-	-	78,435	103,810
Cootamundra Caravan Park	64,623	(48,684)	15,939	-	-	-	-	15,939	68,175
Development	578,902	115,458	694,360	-	359,260	-	-	1,053,620	607,934
Employee Leave Entitlements	1,396,215	-	1,396,215	-	-	-	-	1,396,215	1,396,215
Financial Assistance Grant	2,422,943	(2,419,096)	3,847	(3,847)	-	-	-	-	-
Heritage Centre	6,395	2,000	8,395	-	-	-	-	8,395	589
Incomplete Works	1,057,938	93,333	1,151,271	(918,507)	-	-	-	232,764	951,224
Plant Replacement	2,465,593	147,809	2,613,402	(120,000)	-	(553,973)	-	1,939,429	1,370,629
Quarries & Pit Restoration	79,375	1,184	80,559	-	-	-	-	80,559	79,375
Saleyards	264,697	66,272	330,969	-	-	-	-	330,969	250,789
Special Projects	421,953	29,165	451,118	(15,000)	-	-	-	436,118	421,953
Swimming Pool Pump & Equipment	6,288	3,000	9,288	-	-	-	-	9,288	9,288
Total Internally Restricted	21,743,808	(7,984,539)	13,759,269	(1,057,354)	359,260	(553,973)	-	12,507,202	11,352,693
(2) Funds that Council has earmarked for a specific purpose									
Unrestricted (ie. available after the above Restrictions)	5,483,548	(23,692)	5,459,856	(94,691)	(127,210)			5,237,955	4,365,922
Total Cash & Investments	41,381,549	(7,449,162)	33,932,387	(2,851,164)	162,050	(553,973)	-	30,689,300	32,374,031

8.1.3 MONTHLY FINANCE REPORT FOR AUGUST 2018

DOCUMENT NUMBER	288841
REPORTING OFFICER	Tim Swan, Manager Finance
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	Regular monitoring of Council's finances will ensure that any issues are identified in a timely manner.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. August Monthly Finance Report

RECOMMENDATION

The Financial report for August, 2018 be received and noted.

Introduction

This is the second monthly report for the 2018/19 financial year which will provide Councillors with an update on the financial position of Council and include a progress update on the many major projects currently being undertaken by Council.

Discussion

At this early stage of the year the reporting is of very limited use for identifying trends, however the small amount of data makes it easier to identify allocation errors. This has been particularly useful with our new system in its' early months because it has enabled us to identify the inevitable configuration issues that need to be rectified. While a simple journal entry would correct the problem for reporting purposes we feel the more sensible course of action is to collate a list of issues so that the configuration issues can be addressed with the benefit of a bigger picture. We are hopeful of having the first batch of these corrected in October.

While there are no significant matters to report at this early stage of the financial year there are a few variances that may appear adverse, however, are a result of timing influences. Over time the development of the budget will include expected timing of expenditure across the months and this will reduce the occurrence of such timing variances.

The development of this report will be ongoing and as the year progresses commentary will be expanded as determined.

It was noted at the August Council meeting that the Cootamundra Depot project was reported as having no expenditure allocated, despite the preliminary planning work completed by project management staff. Due to the large number of projects being managed by council it is impossible to allocate the time of project management staff to individual projects, and a percentage of each project will be charged for project management. The charge will be processed in October when the list of projects is finalised.



**COOTAMUNDRA-
GUNDAGAI** REGIONAL
COUNCIL

August 2018

Financial reporting pack

Monthly operational analysis



Consolidated
To 31 August 2018



	YTD	Budget	Variance	16.99%	%	Comments
Income from continuing operations						
Rates and annual charges	9,229,370	12,247,408	(3,018,038)	75.36%	😊	Rates and waste charged billed for the year. Annual water and sewer charges billed quarterly throughout the year. On track at this point in time.
User charges and fees	228,398	5,644,432	(5,416,034)	4.05%	😞	Water and sewer consumptions charge account for nearly half of this budget and are billed quarterly throughout the year. Ordered RMS works account for a further 26% and again will be billed throughout the course of the year. No concerns to report.
Interest and investment revenue	122,534	811,173	(688,639)	15.11%	😊	On track at present
Other revenues	65,189	523,288	(458,099)	12.46%	😊	On track at present
Operating grants and contributions	1,013,695	8,245,238	(7,231,543)	12.29%	😊	The larger amounts will be received periodically throughout the year. On track at this point in time.
Capital grants and contributions	(95,357)	13,597,223	(13,692,580)	-0.70%	😞	The bulk of this relates to the Gundagai Sewerage treatment plant upgrade and will be received as works progress. Figure is negative because of a coding error corrected in September, actual figure should be \$84,008.
Net gain from the disposal of assets	-	50,000	(50,000)	0.00%	😞	
Total Income	10,563,829	41,118,762	(30,554,933)	25.69%		
Expenses from continuing operations						
Employee benefits and on-costs	1,737,090	11,071,905	(9,334,815)	15.69%	😊	Currently on track against budget.
Borrowing costs	(11,259)	120,659	(131,918)	-9.33%	😊	Negative balance due to reversal of year end accruals, will be offset once interest payments are made later in the year.
Materials and contracts	2,337,014	9,156,245	(6,819,231)	25.52%	😊	To be investigated.
Other expenses	1,192,184	2,831,407	(1,639,223)	42.11%	😞	The primary driver for this variance are the insurance premiums which are paid in full for the year totalling \$677k.
Internal cost recovery	(77,114)	(1,878,390)	1,801,276	4.11%	😞	No concerns, continue to monitor
Total Expenses	5,177,915	21,301,826	(16,123,911)	24.31%		
Net Operating Result	5,385,914	19,816,936				
Net operating result before grants and contributions provided for capital purposes	5,481,271	6,219,713				

Business Unit Summary - Operating

To 31 August 2018

16.99%



	Actual	Budget	Income Variance	%		Actual	Budget	Expenditure Variance	%	Comments
Operations										
Asset management planning	-	-	-	0.00%	😊	99,887	803,434	703,547	12.43%	😊
Buildings and property management	35,435	298,285	262,850	11.88%	😊	283,524	1,801,893	1,518,369	15.73%	😊
Emergency services	(399)	267,373	267,772	-0.15%	😞	135,305	700,141	564,836	19.33%	😊
Infrastructure	845,672	6,214,002	5,368,330	13.61%	😊	1,270,358	8,564,548	7,294,190	14.83%	😊
Land development	1,591	50,000	48,409	0.00%	😞	45,719	50,483	4,764	90.56%	😞 Annual rates and charges allocated to properties. Timing issue only.
Parks and gardens	118	1,530,914	1,530,796	0.01%	😞	102,155	1,118,372	1,016,217	9.13%	😊
Plant management	33,178	359,024	325,846	9.24%	😊	157,457	1,615,992	1,458,535	9.74%	😊
Recreation facilities	(165,531)	159,187	324,718	-103.99%	😞	146,067	1,128,181	982,114	12.95%	😊
Sewerage Management	48,361	12,829,434	12,781,073	0.38%	😊	210,459	2,627,105	2,416,646	8.01%	😊
Waste Collection services	2,032,866	2,265,877	233,011	89.72%	😊	200,463	2,233,116	2,032,653	8.98%	😊
Water Management	52,735	3,580,081	3,527,346	1.47%	😞	471,417	3,485,258	3,013,841	13.53%	😊
Development and Community Services										
Community services	-	-	-	0.00%	😊	1,225	10,560	9,335	11.60%	😊
Development and building	45,883	313,642	267,759	14.63%	😊	198,366	1,244,692	1,046,326	15.94%	😊
Economic development	17,013	174,988	157,975	9.72%	😊	172,727	694,121	521,394	24.88%	😊
Library	4,117	92,348	88,231	4.46%	😞	87,647	689,096	601,449	12.72%	😊
Noxious weeds	75	72,906	72,831	0.00%	😞	94,788	256,166	161,378	37.00%	😞 Actual expenditure includes termination payment for staff member which will be offset against reserves reducing impact on current budget.
Regulatory services	35,862	323,985	288,123	11.07%	😊	102,437	829,521	727,084	12.35%	😊
Executive										
Civic leadership	-	584	584	0.00%	😞	40,632	287,165	246,533	14.15%	😊
Communications and engagement	-	-	-	0.00%	😊	20,157	152,778	132,621	13.19%	😊
Customer Service	616	12,094	11,478	5.09%	😞	54,854	346,997	292,143	15.81%	😊
Executive office	-	-	-	0.00%	😊	192,515	214,149	21,634	89.90%	😊 Misallocation of legal expenses and wages budget to be corrected.
Financial management	7,565,033	12,498,859	4,933,826	60.53%	😊	166,683	(1,424,705)	(1,591,388)	-11.70%	😊
Governance and business systems	60	75,179	75,119	0.08%	😞	451,162	318,796	(132,366)	141.52%	😞 Misallocation of signage project costs and payment of stadium repairs which will be reimbursed via insurance
Human resource management	11,146	(0)	(11,146)	0%	😊	251,300	732,281	480,981	34.32%	😞 Purchase order from last financial year to be reversed.
Information technology	-	-	-	0.00%	😊	220,611	852,553	631,942	25.88%	😊
Total	10,563,831	41,118,762	30,554,931	25.69%		5,177,915	29,332,693	24,154,778	17.65%	

**Routine capital works
To 31 August 2018**



	Program budget	Expenditure to date	Funds remaining	Status update
Works				
Sealed roads	1,328,309	472,135	856,174	
Reseal program	1,878,708	67,988	1,810,720	
Gravel resheeting	631,136	29,784	601,352	
Kerb and gutter	249,360	361	248,999	
Footpaths	56,940	154,857	(97,917)	
Bridges	119,970	122,236	(2,266)	
Works total	4,264,423	847,361	3,417,062	
Fleet				
Plant replacement	1,337,500	1,070,153	267,347	Ongoing
Total	1,337,500	1,070,153	267,347	
Properties				
Gundagai neighbourhood centre painting	30,000	-	30,000	Quotes currently being obtained
Mirrabooka painting	15,000	-	15,000	Quotes currently being obtained
Museum electrical works	15,000	-	15,000	Scheduled for second half of the year
Gundagai River park upgrades	30,000	-	30,000	Quotes currently being obtained
Bartley St subdivision	25,000	-	25,000	
Total	115,000	-	115,000	
Sportgrounds, Gardens and Parks				
Park furniture replacement	15,000	-	15,000	Ongoing
Yarri park timber log replacement	20,000	-	20,000	Underway. Fine tuning materials
Total	35,000	-	35,000	
Swimming Pools				

**Routine capital works
To 31 August 2018**



	Program budget	Expenditure to date	Funds remaining	Status update
Gundagai pool irrigation	10,000	-	10,000	Scope changed to tree removal, concreting and installation of shade structure. Due for completion prior to season open.
Total	10,000	-	10,000	
Cemeteries				
Establish lawn cemeteries Stockinbingal, Nangus, Tumblong, Coolac	40,000	6,359	33,641	Programming of works to be determined
Total	40,000	6,359	33,641	
Water				
Mains	31,458	-	31,458	Ongoing throughout the year
Meters	18,020	-	18,020	Ongoing throughout the year
Treatment works	164,000	-	164,000	Scope of works being developed to include SCADA replacement
Total	213,478	-	213,478	
Sewer				
Mains	638,175	-	638,175	Relining program ongoing throughout the year
Total	638,175	-	638,175	
Information Technology				
Hardware replacement	35,735	-	35,735	As required throughout the year
Total	35,735	-	35,735	
Grand Total	6,689,311	1,923,873	4,765,438	

Project listing

To 31 August 2018



Title	Project budget	Project expenditure	Funds remaining	Percentage spent	Status update	Estimated completion
Major projects total	38,189,658	7,691,224	30,498,434	20.14%		
WORKS	12,660,855	6,007,678	6,653,177	47.45%		
Gundagai Main Street	5,430,490	5,101,644	328,846	93.94%	Design: Ongoing Procurement: Ongoing	
Flood damage repairs	2,380,365	444,549	1,935,816	18.68%	Construction: Ongoing Design: Complete Procurement: Underway	30-06-20
Adjungbilly Road	2,100,000	28,446	2,071,554	1.35%	Construction: Not commenced Design: Ongoing Procurement: Ongoing	
Stormwater mitigation	1,000,000	3,569	996,431	0.36%	Construction: Ongoing Design: Underway Procurement: Not commenced	
Yass Road development	800,000	32,500	767,500	4.06%	Construction: Not commenced Design: Ongoing Procurement: Ongoing	15-10-18
Footpath renewal	500,000	163,574	336,426	32.71%	Construction: Ongoing Design: Underway Procurement: Not commenced	
Sheridan and West Streets intersection	250,000	27,339	222,661	10.94%	Construction: Not commenced Design: Complete Procurement: Complete	
Rathmills Lane	200,000	206,058	(6,058)	103.03%	Construction: Underway	
SPORTSGROUNDS, PARKS AND GARDENS	3,313,698	735,988	2,577,710	22.21%		
Gundagai large scale adventure playground	1,037,500	16,409	1,021,091	1.58%	Design: Underway Procurement: Not commenced Construction: Not commenced	
Cootamundra large scale teen playground	499,900	-	499,900	0.00%	Design: Not commenced Procurement: Not commenced Construction: Not commenced	
Lighting Fisher Park	250,000	-	250,000	0.00%	Design: Complete Procurement: Underway Construction: Not commenced	30-11-18
Wallendbeen fitness infrastructure, playground and rage cage	216,393	142,318	74,076	65.77%	Design: Not commenced Procurement: Not commenced Construction: Not commenced	
Netball courts - Gundagai	200,000	4,958	195,042	2.48%	Design: Not commenced Procurement: Not commenced Construction: Not commenced	

Project listing

To 31 August 2018



Title	Project budget	Project expenditure	Funds remaining	Percentage spent	Status update	Estimated completion
Change rooms and toilets - Cootamundra Rugby Union Club	200,000	26,750	173,250	13.38%	Design: Complete Procurement: Complete Construction: Ongoing	31-12-18
Old Primary School and Men's Shed	171,760	129,880	41,880	75.62%	Design: Complete Procurement: Complete Construction: Underway	
Stan Crowe Oval upgrade	164,500	182,437	(17,937)	110.90%	Design: Complete Procurement: Complete Construction: Complete	
Cootamundra Tennis Club court resurface	153,445	3,496	149,949	2.28%	Design: Complete Procurement: Complete Construction: Complete	
Stockinbingal Playground and BMX track	109,200	107,455	1,745	98.40%	Design: Ongoing Procurement: Ongoing Construction: Not commenced	
Cootamundra AFL Clubrooms	100,000	3,193	96,807	3.19%	Design: Commenced Procurement: Commenced Construction: Not commenced	
The Moreley's Creek fishing pier	61,000	77,327	(16,327)	126.77%	Design: Complete Procurement: Complete Construction: Ongoing	30-09-18
Rail trail development plan	50,000	-	50,000	0.00%	Design: Ongoing Procurement: Not commenced Construction: Not commenced	
Gundagai Services Club tennis clubrooms and squash courts	50,000	67	49,933	0.13%	Design: Complete Procurement: Underway Construction: Not commenced	
Nangus playground	50,000	41,698	8,302	83.40%	Design: Complete Procurement: Underway Construction: Not commenced	
PROPERTY	3,267,605	440,457	1,927,148	13.48%		
Turners Lane industrial subdivision	790,000	8,878	781,122	1.12%	Design: Underway Procurement: Not commenced Construction: Not commenced	
Visitor Information Centre - Gundagai	300,000	177	299,823	0.06%	Design: Not commenced Procurement: Not commenced Construction: Not commenced	
Cootamundra saleyards lighting and electrical	300,000	88,672	211,328	29.56%	Design: Complete Procurement: Underway Construction: Ongoing	
Cootamundra depot refurbishments	900,000			0.00%	Design: Underway Procurement: Not commenced Construction: Not commenced	
Cootamundra saleyards truckwash	330,000	159,343	170,658	48.29%	Design: Complete Procurement: Underway Construction: Not commenced	31-10-18

Project listing

To 31 August 2018



Title	Project budget	Project expenditure	Funds remaining	Percentage spent	Status update	Estimated completion
Stephen Ward Rooms and outdoor area	200,000	4,397	195,603	2.20%	Design: Underway Procurement: Not commenced Construction: Not commenced	
Mirrabooka upgrade	195,000	164,385	30,615	84.30%	Design: Complete Procurement: Complete Construction: Underway	
Public toilet - Sheridan Street	150,000	14,605	135,395	9.74%	Design: Underway Procurement: Not commenced Construction: Not commenced	
Old Gundagai Gaol masterplan and Moonlite display	87,605	-	87,605	0.00%	Design: Complete Procurement: Complete Construction: Underway	
Old Gundagai Gaol handrails and structural repairs	15,000	-	15,000	0.00%	Design: Not commenced Procurement: Not commenced Construction: Not commenced	
SWIMMING POOLS	800,000	51,020	748,980	6.38%		
Water Park - Cootamundra	400,000	-	400,000	0.00%	Design: Complete Procurement: Underway Construction: Not commenced	31-07-18
Tiling and disabled ramp - Gundagai	300,000	-	300,000	0.00%	Design: Not commenced Procurement: Not commenced Construction: Not commenced	
Pool shade cloth - Cootamundra	100,000	51,020	48,980	51.02%	Design: Complete Procurement: Complete Construction: Complete	
WASTE	1,400,000	-	1,400,000	0.00%		
Waste facility upgrades - Cootamundra	1,000,000	-	1,000,000	0.00%	Design: Not commenced Procurement: Not commenced Construction: Not commenced	
Waste facility upgrades - Gundagai	400,000	-	400,000	0.00%	Design: Not commenced Procurement: Not commenced Construction: Not commenced	
WATER	3,247,500	22,919	3,224,581	0.71%		
Water main upgrade - Cootamundra	2,000,000	3,944	1,996,056	0.20%	Design: Complete Procurement: Complete Construction: Not commenced	30-09-18
Water supply feasibility - Nangus	647,500	-	647,500	0.00%	Design: Underway Procurement: Not commenced Construction: Not commenced	
Mains connection - Dog on the Tuckerbox site	600,000	18,975	581,025	3.16%	Design: Underway Procurement: Not commenced Construction: Not commenced	
SEWER	13,500,000	433,161	13,066,839	3.21%		

Project listing
To 31 August 2018



Title	Project budget	Project expenditure	Funds remaining	Percentage spent	Status update	Estimated completion
Sewer treatment plant replacement - Gundagai	13,500,000	433,161	13,066,839	3.21%	Design: Underway Procurement: Underway Construction: Underway	

8.1.4 DRAFT WORKFORCE MANAGEMENT PLAN

DOCUMENT NUMBER	287907
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Marianne McInerney, Personal Assistant to the 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 2018/2021 Workforce Management Plan as placed on public exhibition, be adopted.

Introduction

At its ordinary meeting on 31 July 2018 Council resolved that the draft 2018/2021 Workforce Management Plan be placed on public exhibition for a minimum of 28 days.

Discussion

The notice of public exhibition and invitation for submissions was duly advertised as follows:

- Cootamundra and Gundagai Newspaper Snippets
- Fortnightly newsletters
- Council's Website and Facebook pages
- Copies made available at the Council Administration Centres and Libraries

The advertisement provided direction on how to make a submission, including advice that all submissions must be lodged by 5pm Friday 31 August 2018.

As a result of the public exhibition process no submissions were received.

It is therefore recommended that the draft 2018/2021 Workforce Management Plan be adopted without amendment.

8.1.5 AUDIT COMMITTEE

DOCUMENT NUMBER	289025
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 4.1 Decision-making is based on collaborative, transparent and accountable leadership
FINANCIAL IMPLICATIONS	\$15,000.00 per annum to be funded from the Operational Budget
LEGISLATIVE IMPLICATIONS	To comply with the Office of Local Government's guidelines on an Audit Committee
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Cootamundra-Gundagai Audit proposal by Blackadder Associates dated 10 September 2018

RECOMMENDATION

- 1. The opportunity to join the Audit Committee with the Coolamon, Junee, Lockhart and Temora Councils, and administered by Coolamon Shire Council, be accepted.**
- 2. Blackadder Associates be appointed to manage Council's Internal Audit function.**
- 3. The Audit Plan detailed in the report provided by Blackadder Associates dated 10 September, 2018 attached to the report be adopted, including undertaking items 1-4.**
- 4. The actions set out in the Cootamundra-Gundagai Audit report provided by Blackadder Associates attached to the report be undertaken.**

Introduction

The Office of Local Government guidelines provide direction to Council's Audit Committee operation and functions.

Discussion

It was noted in the Mayoral Minutes of the Ordinary Meeting of Council held on 31st July, 2018 that Council may enter into an arrangement with another body, such as the new Joint Organisation, to appoint and administer an Audit, Risk and Improvement Committee through a shared arrangement.

At a Councillor Workshop held on 11th September, 2018 it was suggested that Council join an active Internal Audit Committee in conjunction with Coolamon, Junee, Lockhart and Temora Councils.

The attached report dated 10th September, 2018 from Blackadder Associates outlines a proposal for Cootamundra-Gundagai Regional Council to become a member of the Internal Audit Committee managed through Coolamon Shire Council. Council is therefore required to formally determine whether it wishes to join the existing alliance administered by Coolamon Council and comprising Coolamon, Junee, Lockhart and Temora Councils. Should it wish to proceed on this basis, Council

would also be required to appoint Blackadder Associates to manage its internal audit function in accordance with the details provided in the report of Blackadder Associates dated 10th September, 2018, attached to the report. The anticipated costs are \$15,000.00 per annum.

It is noted that the existing alliance has already completed items 1-4 of its Audit Plan.

In joining the alliance Council will be required to commence the Audit Plan at item 5 along with the other Councils. Council will then have the option to engage Blackadder and Associates to also undertake items 1-4 at an additional cost.

REPORT

blackadderassociates
unpeel your potential



TO: COUNCILLOR ABB MCALISTER, MAYOR COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL.
FROM: TERREY KISS, BLACKADDER ASSOCIATES
RE: INTERNAL AUDIT PROGRAM
DATE: 10 SEPTEMBER 2018

I note your advice that the Cootamundra- Gundagai Regional Council is proposing to appoint Blackadder Associates to manage its Internal Audit function. You have indicated that this will formally occur at the next meeting of the Council. There are a number of matters that your Councils needs to beware of, some of which could be resolved at that meeting.

Internal Audit Committee

The Audit Committee Guidelines as issued by the Department of Local Government (as it was known) in 2010 provided that the structure of the Committee is as follows:

- 1 or 2 Councillors (excluding the Mayor)
- 2 or 3 independents (at least one with financial expertise, and one of whom should be the Chair).

The current Alliance comprising Coolamon, Temora, Junee and Lockhart have an arrangement whereby their General Manager and Corporate Services Director serve on other Councils' Audit Committees as the independents. If you concur, then this arrangement will continue with your Committee. This will mean that your Council needs to appoint either 1 or 2 Councillors.

Action to be taken

Council to appoint its Internal Audit Committee Councillor delegates.

Audit Committee Charter

The Internal Audit Committee is required to have its own Charter. In this respect, I will organise a proposed Charter which will need to be adopted by Council.

Action to be Taken

Council to adopt Charter at a future meeting.

Audit Process

The current Alliance comprise those Councils as mentioned earlier. Cootamundra- Gundagai Regional Council will make up the fifth Council. The Alliance is managed through Coolamon



Shire Council, including all financial disbursements, arrangement of Management Committee meetings and coordinating the audits. The General Manager and Corporate Services Director act as independents on other Councils. The audits and fees are based around the Councils' intentions to spend approximately \$15K per annum. This equates to around 130 hours of audit work per Council. Obviously, there are "swings and roundabouts" with each Council and it is not a precise science. Once your Council has made a formal decision to appoint Blackadder Associates, I will advise Tony Donoghue, General Manager Coolamon Shire, who will liaise with you as regards your independent members, which will then need to be ratified by your Council. Tony will also advise your General Manager of various meeting arrangements and other administrative matters.

Action to be taken

Council to ratify independents as members of the Committee. This will be done at a later meeting when the identity of the independents is known.

Audit Plan

Council will need to adopt an Internal Audit Program. The Alliance Management Committee has met on a number of occasions to determine the Risks faced by Council and to compile the Audit Program. The current program comprises:

1. Fraud Control (completed)
2. Policy Maintenance (completed)
3. Debtors Management (completed)
4. Delegations (completed)
5. Purchasing and Procurement (underway with reports to be presented to the Councils during the first week of November 2018)
6. Contract Management
7. Legislative Compliance
8. Section 355 Committees
9. GIPA performance/compliance
10. Internal Audit Compliance/Review/Function

It is intended that these Risk areas will be audited over a three-year period. It is flexible however, and subject to the Management Committee's decision additional Risks may be added. Furthermore, some of the above areas may be subject to annual audits because of their higher importance.

You will note that items 1-4 have been completed by the other Councils and that item 5 is currently underway. There are two options that Council may wish to consider in this respect:

- It could undertake a "catch-up" program, whereby items 1-5 could be done as a special project and the Council would then be on the same footing as the other Councils in the Alliance. This would entail a separate one-off project by



Cootamundra- Gundagai Regional Council and not be part of the Alliance's formal financial arrangements. or alternatively

- It could commence from the next Risk area and those items i.e. 1-5, would be audited when they next arise.

This will mean a decision from Council.

Action to be taken

Council to adopt the above Internal Audit Program and make a decision on a "catch-up" operation of past Audits.

Internal Auditor

It is intended that the work will be carried out by Mr Ian Roberts. Ian is an experienced Local Government practitioner who specialises in governance processes within Council. I have attached his CV for your information.



8.1.6 COUNCILLOR WORKSHOP - 28 AUGUST 2018 - REPORT

DOCUMENT NUMBER	288124
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 4.1 Decision-making is based on collaborative, transparent and accountable leadership
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 on the Councillor Workshop held 28 August, 2018 be received and noted.

Introduction

At the Ordinary Meeting of Council held Tuesday, 28 August, 2018 Council adjourned to undertake discussions on various matters which have been detailed in the report below.

Present: Cr Abb McAlister (Mayor), Cr Palmer (Deputy Mayor), Cr Bowden, Cr Graham, Cr Kelly, Cr Nicholson, Cr Phillips, Cr Sheahan and Cr Stewart, Allen Dwyer (GM), Phil McMurray (Deputy GM), and Tim Swan (Finance Manager).

Discussion

1. Southwest fuel development – a chronology of the development was tabled and Council was advised the issue of the treatment of Yass Road was still being negotiated with all affected parties.
2. Gundagai Pre-School – Correspondence from the Pre-School was discussed with the consensus being that Council not support the request. Further, that a meeting be held with the Pre-School Committee to discuss future developments.
3. Dog on the Tuckerbox Development Issues – an options paper for development opportunities is being prepared.
4. Nangus Water Supply – Goldenfields Water has provided preliminary estimates - the next step is to coordinate a meeting of interested community members.
5. Muttama Creek – a report on potential mitigation actions is being prepared by an environmental consultant.

6. Softwoods Working Party – Cr Graham advised on the proposal to seek funding from the Federal Government to repair and reinforce logging roads in the Three Council areas.
7. Swimming Pool costings – The Finance Manager provided up to date costings on the Cootamundra and Gundagai Swimming Pools.

8.1.7 COUNCILLOR WORKSHOP - 11 SEPTEMBER 2018 - REPORT

DOCUMENT NUMBER	288542
REPORTING OFFICER	Allen Dwyer, 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	Nil

RECOMMENDATION

The report on the Councillor Workshop held on 11 September, 2018 be received and noted.

Introduction

Notes on the Councillor Workshop held on Tuesday, 11 September, 2018 in Gundagai Council Chambers commencing at 4:00pm.

Present:

Cr McAlister (Mayor), Cr Palmer (Deputy Mayor), Cr Graham, Nicholson and Cr Sheahan, Michael Ryan (Riverina Agriconsultants), Allen Dwyer (General Manager), Phil McMurray (Deputy General Manager), Les Munn (Acting Manager Development and Community), Brandie Strickland (Graduate Town Planner), Susan Gheller (Project Officer) and Brooke Douglas (Executive Assistant Planning).

Apologies:

Cr Bowden, Cr Kelly, Cr Phillips and Cr Stewart.

Discussion

Item 1: Les Munn, Blackadder & Associates, was introduced as the Interim Manager of Development and Community pending a satisfactory recruitment process.

Item 2: Michael Ryan, Riverina Agriconsultants, presented an overview of the draft land use issues papers and their role in progressing the land use strategy necessary to develop a new Local Environmental Plan (LEP). Michael advised the 'Disused Mining and Landfill' issues paper was yet to be developed.

Item 3: Each issues paper was discussed with Michael, gleaning information from Councillors as to what changes were desirable for a land use strategy to incorporate in a new LEP. Comment was made that much of the mapping information in the papers was quite obsolete and up to date data should be sought where possible. Councillors agreed that the proposed new LEP should retain the

40 hectare minimum lot size in RU1 for a dwelling entitlement in the former Gundagai Shire area and the 200 hectare minimum lot size in the former Cootamundra Shire area.

Item 4: Michael proposed the way forward was to amend the draft papers as required, place them on public exhibition and then have workshops in Cootamundra on 13 November, 2018 and in Gundagai on 20 November, 2018.

It was proposed that workshops in Cootamundra will include one to be held with Councillors, government agencies and indigenous groups and then at 6:00pm an evening session is to be held with Councillors and members of the community for open discussion. The Gundagai workshop will be held on 20 November, 2018 at 6:00pm with Councillors and members of the community for open discussion.

Michael also advised it would be feasible to undertake the necessary work to review the urban areas of Gundagai and Cootamundra in preparation for a new LEP in a concurrent fashion. Michael will develop a proposal, charting a way forward to expedite the process.

Item 5: Nangus water supply will be discussed at a community forum in Nangus. The discussions will revolve around the viability and feasibility of a reticulated water supply for the Village of Nangus and have been scheduled for Thursday, 27 September, 2018 at 6:00pm at the Nangus Hall.

Item 6: It was determined the public forums for economic growth be held 9 October, 2018 in Gundagai at 6:00pm in the Council Chambers. The Cootamundra public forum will be held on 10 October, 2018 at 6:00pm in the Alby Schultz Meeting Centre with RSVP being required.

Item 7: Establishment of an Internal Audit Committee – the Mayor and General Manager are to liaise with Coolamon, Junee and Temora Councils to facilitate inclusion in their existing arrangement.

Cr Nicholson left the meeting at 5:10pm.

The meeting closed at 7:00pm.

8.1.8 COUNCIL MEETING ACTION REPORT

DOCUMENT NUMBER	288543
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. Action Report

Recommendation

The updated Council Meeting Action Report attached to the report be received and noted.

Introduction

Actions created by reports submitted to Council for consideration are compiled in the Council Meeting Action Report to ensure completion by the respective responsible officers.

COUNCIL MEETING ACTION REPORT

OPEN FORUM QUESTIONS	MAYOR	ACTIONS
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MEETING / ITEM	ACTION	OFFICER	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.
22.08.18			Installed in Gundagai and nearing operation.
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. Flood damage updates in Works Report each month. Reports being submitted in monthly report to Council
16/08/2017 – 7.3.3.1	Contribute \$80000 toward the new amenities building at the Country Club Oval.	Greg	DA approved, work commenced.

MEETING / ITEM	ACTION	OFFICER	STATUS
10.08.2018 05.09.2018	Update budget at next QBR. Extra funding for Rugby Club amenities announced by Steph Cooke		Work well underway
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 05.09.2018	Contact RMS on status of stock grid at Gobarralong Road entrance to Hume Highway	Phil	RMS advised they will not install grids. Requestor to be advised RMS will not install grids.
“	Report on estimated cost of a waste transfer station at Adjungbilly	Greg	
22.08.2018	West Street Roundabout	Mark	Redesign in progress. Tim Morris coordinating Preferred design to be submitted to Traffic Committee for approval
28.11.2017 – 7.3.2.1 22.08.2018	Waste Collection Services	Greg	Advertised for strategy Expressions of Interest received and are being reviewed.

MEETING / ITEM	ACTION	OFFICER	STATUS
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.
12.12.2017 – 10.3	Explore options of purchase of former Mitre 10 site	Allen	Going to Council for consideration
31.07.2018 159/2018			Council relinquished its option to purchase the former Mitre 10 site as per Council resolution - Complete
31.01.2018 – 7.1.1.2	DA048/2010 consideration deferred to February Ordinary Council meeting	Allen	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	Allen	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.

MEETING / ITEM	ACTION	OFFICER	STATUS
22.08.18			Monthly meeting details to be finalised by Tim Swan. Once finalised details will be forwarded to all parties. Proposed for last Friday of every month with different subjects for discussion each month.
31.01.2018 – 8.2 22.08.2018 05.09.2018	Investigations for supply of raw water to Gundagai parks and report to February Ordinary Council meeting	Phil	Pump has been purchased, waiting for installation Still awaiting licence variation from Office Water. Pump has arrived. Completed
27.02.2018 – 8.4 31.07.2018 173/2018 05.09.2018	Investigations to free entry to swimming pool in summer season and staffing numbers during that period	Greg	Operation being compiled for Council consideration. Council to consult with the operator of the Gundagai Swimming pool prior to adoption of fees for the 2018/19 year summer season. Rescission Motions prepared for September Ordinary Meeting for adoption
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.

MEETING / ITEM	ACTION	OFFICER	STATUS
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.
05.08.2018			Workshop to be held 14.09.2018 with consultant Michael Ryan and dates to be determined for community engagement
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 Environment for Gateway Determination	Allen	Consultation commenced with DPE.
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	Allen	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	Phil	

MEETING / ITEM	ACTION	OFFICER	STATUS
	and construction phase with specific considerations		Design to be changed to eastern end of Carberry park and to incorporate library extensions.
24.04.18 – 8.3 15.08.2018 05.09.2018	Engaged consultants to provide detailed updates on current projects to Councillors	Allen Paul Woods	Executive Project Management Officer on leave. Will complete upon his return. Working group with all project officers meets fortnightly to discuss current projects. Costing are now up to date on all projects. Quarterly report to be prepared for Council
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	Allen	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 Listing of the Old Cootamundra Hospital	Marianne	Complete
26.06.18 – OF Betty Brown	Requested public toilets, particularly baby change tables, be cleaned.	Glen	Regular maintenance of toilets occurs Complete
26.06.18 – OF Betty Brown	Requested additional bench seats for the cemetery be	Glen	To be considered for the next budget.

MEETING / ITEM	ACTION	OFFICER	STATUS
	available for graveside funerals		
26.06.18 – OF Mark Lake 31.07.2018 173/2018 05.08.2018	Requested Annual and Spectator fees for the Cootamundra Swimming Pool be revised, as well as the duration of the annual passes.	Tim	Fees and charges are submitted for consideration at the August Ordinary Meeting of Council Rescission Motion prepared for consideration at September Ordinary Meeting
26.06.18 – OF Mark Lake 22.08.2018	Requested an extension of outdoor pool hours in the Summer season.	Greg	Pool hours are included in the pool operation report to be submitted at the August Ordinary Meeting Council – Complete
26.06.18 – 6 14.08.2018 05.09.2018	A contribution of \$2000 to be made to the Stockinbingal Hall s355 committee.	Linda Teresa Breslin	New payee details to be received then purchase order to be raised for payment. Payment to be made when payee details form is returned to Council Purchase order raised and submitted to Accounts Payable for payment - Complete
26.06.18 – 8.2.5	Provide extra support to the event above through usual media platforms	Linda	Complete
26.06.18 – 9.1	Investigations to be undertaken to determine feasibility of providing a safe and accessible pedestrian pathway to link Cootamundra	Mark	Discussions with Road Safety Officer have been undertaken. Long term project

MEETING / ITEM	ACTION	OFFICER	STATUS
	town center and the cemetery on Yass Rd.		
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	Reports are being submitted to Council on attended conferences - Complete.
26.06.18 – 9.3	Councillors to be invited to appropriate community events.	Marianne	Invitations forwarded when received. - Complete
26.06.18 – 11.2 05.09.2018	Claron Estate Cootamundra	Allen	Underway Legal activities being undertaken by Council's solicitor with contracts due to be exchanged. Settlement occurred 24.08.2018 - Complete
26.06.18 – 11.3 26.06.2018 142/2018 05.09.2018	Purchase of 57 Banjo Paterson Place Gundagai	Allen	Waiting on offer Council resolved at its June Ordinary Meeting to adhere to its policy of limiting any reduction in the asking sale price of \$80,000 to the existing 10%. Real Estate agent informed of Council resolution 2/07/2018
31.07.18 – 6.1	Council investigate the option for the new Joint Organisation to appoint and administer an Audit, Risk and Improvement Committee (ARIC) for its member councils.	Allen	

MEETING / ITEM	ACTION	OFFICER	STATUS
31.07.18 – 8.1.14	A report be prepared and submitted to Council on various options for the sale or long term development lease of the site conditional upon the Dog on the Tuckerbox memorial and the Carberry Inn site being retained by Council in community ownership.	Phil	
31.07.18 – 8.1.14	The proponents of the Australian Road Transport Heritage Centre be advised Council considers the use of the site for the development of a Heritage Centre would be inappropriate.	Marianne	
31.07.18 – 8.1.14	The current occupier of the site, Denny Allnutt, be advised of Council's intention for the development of the area and be requested to enter into a month by month lease for the premises.	Marianne	
31.08.17 – 8.4.1	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	Phil	
31.07.18 – 8.4.3	Council award Killard Excavations Pty Ltd a contract to the value of \$2,000,000 for the replacement of watermains.	Phil	Complete

MEETING / ITEM	ACTION	OFFICER	STATUS
31.07.18 – 8.4.3	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.	Phil	Subject to a work performance review of Killards
31.07.18 – 9.1 11.09.18	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.	Allen/Marianne	Suggested dates 9 th & 10 th October Invitees, format and venues to be determined at Councillor Workshop
31.07.18 – 9.2	Council, in collaboration with the Muttama Creek Regeneration Group, investigate the feasibility of creating a walking track alongside sections of Muttama Creek.		
31.07.18 – 9.3	Council undertake the necessary steps to create a Recreational Vehicle (RV) parking site in Cootamundra		Investigations ongoing
31.07.18 – 9.4	Council consult with the operator of the Gundagai Swimming Pool on the implications of Council adopting the following charges for the	Greg	Complete

MEETING / ITEM	ACTION	OFFICER	STATUS
	2018/19 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 Ordinary Council Meeting Minutes 31 July 2018 Page 13 of 16 Concession/ child single entry \$2.50 Non swimmers entry – free		
31.07.18 – 9.4	The results of the consultation, referred to in 1 above, be the subject of the Councillor Workshop scheduled for 10th August, 2018.	Greg	Complete
31.07.18 – 9.4	A report be prepared on the outcomes of parts 1 and 2 above and be submitted to the Ordinary Meeting of Council scheduled for 28th August, 2018.	Greg	Complete
28.08.2018	Mason Crane be invited to address Council for September, 2018	Marianne	Letter sent 11.09.2018
28.08.2018	Crs McAlister, Palmer and Stewart be booked into LGNSW annual conference	Marianne	Completed

MEETING / ITEM	ACTION	OFFICER	STATUS
28.08.2018	Mayor and Deputy Mayor be registered as voting delegates	Marianne	Completed

8.1.9 GUNDAGAI HISTORIC BRIDGES INC. - REQUEST FOR DONATION

DOCUMENT NUMBER	289061
REPORTING OFFICER	Marianne McInerney, Personal Assistant to the General Manager
AUTHORISING OFFICER	Allen Dwyer, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	1. A vibrant and supportive community: all members of our community are valued 1.1 Our Community is inclusive and connected
FINANCIAL IMPLICATIONS	The amount of \$1,865.37 being donated to Gundagai Historic Bridges Inc.
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 Historic Bridges - Request for Donation

RECOMMENDATION

Council donate the sum of \$1,865.37 for the levied amount of rates, and water and sewer access charges for the 2018/19 financial year, to the Gundagai Historic Bridges Incorporation.

Introduction

The Gundagai Historic Bridges Inc. has written to Council requesting a contribution towards the payment of their annual rates, for property located at Middleton Drive, Gundagai.

The Gundagai Historic Bridges Inc. is a volunteer committee advocating for the preservation of historic bridges in the area, in particular, the heritage listed Prince Alfred Bridge. The Committee holds the lease agreement for the Gundagai Heritage Railway Station, a State Heritage-listed timber station dating from 1886 that has now been restored in to a tourist attraction that draws thousands of visitors annually. Council has a role in supporting tourism promotion and activity.

PRESIDENT: MASON CRANE
TREASURER: ROBERT BUTCHER
SECRETARY: MARJORIE CAMPBELL

P O BOX 79, GUNDAGAI NSW 2722
ABN 57885 978 918

30th August 2018

To General Manager
Cootamundra-Gundagai Regional Council
GUNDAGAI NSW 2722

Dear Alan

On behalf of the Gundagai Historic Bridges Committee, I request that Council give consideration to waiving the current fees due for Rates payable to Council and instead make a donation of these outstanding fees.

Please present this request to the next available Council meeting and I look forward to receiving their decision in due course.

The Committee wishes to thank Council for its continued support of the Bridges/Station Project.

Yours sincerely,

Marjorie Campbell
Secretary

8.2 DEVELOPMENT AND COMMUNITY SERVICES DIRECTORATE

8.2.1 DEVELOPMENT APPLICATIONS APPROVED AUGUST 2018

DOCUMENT NUMBER	288174
REPORTING OFFICER	Brooke Douglas, Executive Assistant
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 2.2 Strategic land-use planning is co-ordinated and needs-based
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

The information on Development Applications Approved in August 2018 be noted.

The following development applications were approved by Cootamundra-Gundagai Regional Council in August 2018:

APP. NO.	PROPOSED BUILDING	STREET NAME
10.2018.085	Dwelling Alterations and New Shed	Cooper Street
10.2018.090	New Water Tank	Matilda Avenue
10.2018.091	New Tourist Facilities	Hume Highway
10.2018.092	New Swimming Pool	Turners Lane
10.2018.095	New Carport	Cooper Street
10.2018.096	New Carport	Hovell Street
10.2018.099	Shed Extension	Fuller Drive
10.2018.106	Refurbishment and Change of Use	Sheridan Street
18.2018.019	New Swimming Pool	Mary Angove Crescent
18.2018.018	Dwelling Extensions	John Street

VALUE OF WORK REPORTED TO THIS MEETING: \$270,322.00

VALUE OF WORK REPORTED YEAR TO DATE: \$652,507.00

THIS TIME LAST YEAR:

VALUE OF WORK – AUGUST 2018 - \$ 1,876,522.00

VALUE OF WORK – YTD 2018 - \$ 2,210,309.00

8.3 OPERATIONS DIRECTORATE

8.3.1 SEPTEMBER OPERATIONS REPORT

DOCUMENT NUMBER	288768
REPORTING OFFICER	Shelley Liehr, Executive Assistant - Operations
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. 2018-2019 Works Program

RECOMMENDATION

The Operations Update Report and Works Program for the month of September, 2018 attached to the report be received and noted.

Introduction

This report provides a detailed update of the Operations Department's works for the month of September, 2018.

Discussion

Civil Works Section

Maintenance grading has been progressing over the last month and will continue subject to favourable weather conditions. Grading has been undertaken in the Stockinbingal, Berthong, Yannawah, and Tumblong, areas including Cooininee, Stockdale, Shultz, Racecourse, Forsyth's, Snowball, Rosedale, and Brawling Roads. These maintenance works will proceed to other roads in the Yammatee, Muttama, and Coolac areas over the coming weeks.

Footpath replacement works have also continued over the last month. The section along Boundary Road between Hurley Street and Sheahan Street and the Punch Street project in Gundagai have both been completed. Works are still progressing on Bryon Street. These works are being funded by the Stronger Communities Funds.

Bitumen shire road maintenance including roadside weed spraying continues around the shire area.

Work on flood damage projects continue with both causeways in Nashes Lane now completed. Several patches have also been completed on Yeo Yeo Hampstead Road.

Interflow have also undertaken more sewer main relining in Gundagai and CCTV inspections in Cootamundra. The CCTV inspections will assist with prioritising the next mains to be relined.

Earthworks at the Gundagai sewage treatment plant has seen works undertaken on the holding ponds and placement of erosion protection along the banks.

The piers for new fishing jetty on Morley's Creek have been installed.

Construction is underway on the turning lane and new kerb in Yass Road for the new fuel depot. Initial works will only be on the western side adjacent to the new depot with work involving excavating out the existing road shoulder and then placement and compaction of road base to provide new pavement for the expected turning traffic into the fuel depot. Replacement and extension of the kerb and gutter was also undertaken as part of the project. Completion, including asphalt surface, is expected by the end of the month in order to be completed prior to the long weekend and school holidays.

Attached is the updated 2018-2019 works program.

Parks and Recreation

Staff have completed the usual daily jobs involving CBD street sweeping, litter removal, mowing, whipper snipping, edging, hand weeding, cleaning barbeques, tree maintenance and actioning on customer requests.

Park maintenance has been carried out throughout the townships of Cootamundra and Gundagai. Irrigation maintenance and repairs were carried out in Nicholson Park. Gardens around Cootamundra have also been attended to with the roses in Albert Park being pruned, fertilized and mulched. Staff also assisted the Cootamundra Tennis Club with the opening of their newly surfaced courts. Marquees were set up, chairs were delivered for the expected crowd and additional waste bins were provided for the event. New netball posts have been installed at Nicholson Park. The new posts are removable to allow the area to also be used by Junior Rugby League. Staff also marked the athletics track at Stockinbingal Recreation Ground for the Stockinbingal and Wallendbeen Public Schools' combined athletics carnival. With the soccer season now at a close the soccer goal posts have now been removed from Owen Vincent Oval.

This year marks 100 years of Lions Club with the milestone being celebrated by a tree planting in Albert Park which is marked with a commemorative plaque. New street trees have also been planted around the Cootamundra, Wallendbeen and Stockinbingal areas with the scheduled replacements for 2018 now completed. Albert Park was also prepared for the Show and Shine car event held during the first weekend in September.

Gundagai staff have cleared the fallen and dead trees along the creek bank on Nangus Road as well as mowing and whipper snipping to tidy the area. Staff have also commenced trimming of trees at the Cootamundra Caravan Park. Cootamundra town entrances have also been maintained with litter and debris removed from roadsides.

The footpath sweeper has been travelling from Cootamundra to Gundagai two days a week to sweep the main street and CBD area.

Property Maintenance

Parks staff have been carrying out maintenance work in Gundagai's main street. As part of this maintenance the handrails have been cleaned and polished. The bins and street furniture have also been re-stained.

After vandalism being discovered at various parks around Cootamundra staff have made the necessary repairs. The broken toilet paper dispensers and door locks were replaced at Jubilee Park, Albert Park, Mitchell Park and Nicholson Park public toilets. The broken concrete table and chairs at

Palmer Park has been removed due to safety. Repairs were also made to a broken seat at the netball courts at Nicholson Park.

As part of the ongoing issue with pigeons nesting in the Old Hospital building repair work was carried out to block the holes that the pigeons have been using to gain entrance into the building.

Waste Services

Council has recently taken delivery of a new garbage truck for the Cootamundra area. The new truck is quieter, more efficient, and has several cameras installed around the truck. These cameras will allow drivers to monitor pickups and avoid contamination of green waste and recycling loads. The cameras also provide live data updates which will assist with service issues such as obstructed collection points, and will also enable more detailed reporting on waste collection services within the Cootamundra area.

Council's Community Recycling Centre (CRC) sheds take fluoro tubes, household batteries and other aerosol cans. These products are accepted at Council's CRC Sheds located at Cootamundra Waste Depot and Gundagai Waste Depot free of charge. Council will be advertising and distributing information on CRC Sheds to households in the coming weeks as Council historically experiences a higher level of this type of waste.

[illegible]

8.4 ASSET MANAGEMENT DIRECTORATE

8.4.1 DRAFT ASSET MANAGEMENT PLANS

DOCUMENT NUMBER	288726
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	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, as placed on public exhibition, be adopted.

Introduction

At the ordinary Council Meeting held 31 July 2018, Council resolved that Council's draft Asset Management Plans for Transport, Water, Sewer, Stormwater, Buildings, Parks, and Waste Assets, be placed on Public Exhibition for 28 days.

Following the exhibition period, no submissions were received.

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 can understand the conditions of all its assets and can 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 the former Councils, updating them, and then migrating them across to Council's corporate asset management system (Civica Authority). 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 a significant achievement for Council and will provide valuable information to assist councillors with their decision making.

The asset management plans will be continually updated and improved as better asset information becomes available.

It is recommended that the draft asset management plans as placed on public exhibition, are now adopted.

8.4.2 INLAND RAIL PRESENTATION FOR COUNCIL

DOCUMENT NUMBER	288752
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	Nil

RECOMMENDATION

The Community Drop-In Sessions being co-ordinated by ARTC Inland Rail be noted.

Introduction

This report is to highlight community meetings pertaining to the significant rail project being undertaken within our LGA, and in particular a 37km section of new track between Illabo and Stockinbingal.

Discussion

I would like to thank Councillors and staff whom were able to attend a presentation from representatives from Inland Rail held on 6 September 2018. The presentation from that session is provided under separate cover.

The Inland Rail project team completed a concept assessment of the 37 kilometre long Illabo to Stockinbingal section during 2016-17 which established a two-kilometre wide study area. A feasibility assessment on this study area began in early 2018 and included desktop studies, preliminary field investigations, and consultation with land owners, local Councils and other stakeholders.

Inland Rail have recently undertaken Multi Criteria Analyses (MCA) to identify a number of preferred alignments within the Illabo to Stockinbingal section. The MCA process is recognised as an industry standard. A range of factors are considered in an MCA including technical viability, environmental impacts, safety, community impacts, property impacts, operational approach, approvals, stakeholder engagement, constructability and schedule. From this analysis, Inland Rail have now

narrowed the area down to a 200 to 400 metre wide study area where we will carry out for more detailed investigations.

Inland Rail are currently meeting with landowners in the study area to share more detail, gather additional feedback and discuss what the narrowed area means for them.

From the 2nd of October Inland Rail will be holding community drop in sessions at the below locations and times to provide a project update and to learn more from the local community about the project.

MEET THE TEAM AND HAVE YOUR SAY AT ONE OF OUR COMMUNITY DROP-IN SESSIONS

ILLABO

When: Thursday 4 October 2018
4pm – 7pm

Where: Illabo Uniting Church
Cnr Crowther St
and Lester St,
Illabo NSW 2590

BETHUNGRA

When: Friday 5 October 2018
9am – 12pm

Where: Bethungra Hotel B&B
function room,
25 Baylis St,
Bethungra NSW 2590

STOCKINBINGAL

When: Friday 5 October 2018
4pm – 7pm

Where: Ellwood's Hall,
32 Martin St,
Stockinbingal NSW 2725

COOTAMUNDRA

When: Saturday 6 October 2018
9am – 12pm

Where: Dickson Hall,
Cootamundra Uniting Church
24a Cooper St,
Cootamundra NSW 2590

TEMORA

When: Saturday 6 October 2018
2pm – 5pm

Where: Temora Memorial Town Hall
105 Loftus St,
Temora NSW 2666

Further information may be obtained by contacting Mr Heath Martin, Stakeholder Engagement Lead NSW, Inland Rail, on mobile 0417 832 509.

8.4.3 GUNDAGAI SEWER TREATMENT PLANT REPLACEMENT PROJECT UPDATE

DOCUMENT NUMBER	288763
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	Nil

RECOMMENDATION

The progress report on the Gundagai Sewer Treatment Plant Replacement be received and noted.

Introduction

This provides a progress report on the activities associated with the replacement of the Gundagai Sewer Treatment Plant.

Discussion

The plant is an Intermittent Decant Extended Aeration plant of 0.6 ML/day capacity but with the ability to be easily extended to 0.8 ML per day to cater for growth in whatever format it takes. The main components is to be constructed in one of the arms of the exiting maturation pond system and getting that pond ready was considered critical to getting on with the main construction contract. This entire pond needed to be sealed off from the other arm, the discharge point located and the pond drained before the difficult component of drying the biosolid left in the pond was commenced. These bio-solids needed to be dried sufficiently to permit their removal to the landfill site and had the potential for significant prolongation claims if during this drying period there was any significant rainfall that required some redraining of the pond. This was one of the primary reasons for separating the primary earthworks from the main contract and work on this pond is detailed separately below.

Progress on the dewatering of the maturation pond and the subsequent removal of the biosolids material that has accumulated over 60 years is much more advanced than Council anticipated should have been possible and reported in the last progress report. Below are some of the details in relation to this area of work which are:

- New temporary outlet line to the remaining maturation pond has been constructed and is operational.

- The pond has been totally dewatered and the biosolid material allowed time some to dry. Whilst this timing was poor from a drying perspective (when compared to summer) the fact that it was done in cooler conditions has allowed this to occur without a significant odour problem being generated as would have occurred in summer when the water cover was removed.
- The dewater volumes of water allowed the potable top up of the irrigation water to be ceased and has been consumed by the golf course and the parkland as both area were particularly parched and the golf club was able to give both areas significant irrigation despite the year that has brought the grasses back from a near dead appearance to a nice green colouring and as such this access water has been able to be safely reused.
- The volume of biosolid material was more significant than anticipated but the fact that the region is in drought has allowed this to be dried more quickly than anticipated and the process of removing the biosolids material is now well advanced. This had the potential to significantly delay the contract works if this was to occur during a wet period.
- It has been possible to get a drilling rig into the maturation pond to take additional soil samples to confirm the structural analysis of the proposed new IDEA plant and the results of that soils analysis are due any day now. Those tests were carried out in the area proposed for the new plant.
- A vehicle entry into the maturation pond has been constructed for contractor access with all biosolid material removed to the landfill site but it will be available for top soiling when the plant is constructed.
- It has been determined that the best solution to the power lines on site is to underground these and Council is working through that with the energy supplier.
- In general Council is confident that this part of the works will be ready when the contractor comes on site to carry out the construction work based upon the progress made to date.

The next priority for Council was to construct a major earth mound that allowed a place on the site that was out of what would be reasonable flood levels. This was so that the contractor would have some security when they took on this project and allow them to reduce the risk component when it came to determining their tender submissions. This is off course backed by the ability to move all plant of the site with the normal 48 hour warning and with the biosolid material moved from the former maturation pond then a flood should mean little more other than pumping out the filled pond. If the pond was not cleaned then the whole dewater progress would need to be recommissioned at some considerable delay.

- The fencing for the existing STP has been restructured to encapsulate the existing works but allow the construction of a mound to allow the construction of the administration block, blower room chemical storage, etc. The existing storage facilities and office block have been removed and a caravan brought in as temporary office spacing for the operators.
- The electrical connection to the existing plant including the elevated platform has been moved to allow the flood mound to protect the works in the longer term.

- Construction of the mound above the 1 in 100 year flood zone is well advanced with material being carted in and the mound compacted to achieve high levels of compaction for the structures that will be on top of it.
- New flow diversion arrangements for the outlet arrangement were put in place.
- Minor structures pertaining to the old maturation pond removed.

Other works undertaken during this reporting period includes:

- The access road has been constructed to the plant and the temporary fencing used to seal off the works from the golfers will remain in place to protect players from construction traffic. This has required the removal of several trees around the site that impacted larger vehicles using this back gate that will become the plants new gate.
- The site was cleaned off with new vehicle parking and lay down areas completed and the internal roads to the plant site upgraded to ensure that construction vehicles have the access required.
- New fill material procured from quarries and transported to site.
- Plans for the undergrounding of the power across the site have been advanced with the power supplier. Discussions continuing over the pre ordering of new transformers.
- Existing golf course storage drained and explored and the nature of the works required there determined. Decision made to make the chlorine contact tank relatively large so that opportunity exists to clean this storage from time to time with minimum risk to the irrigated facilities.

Non Site Works Tasks Advanced during this Reporting Period.

- Discussions with DPI water to establish a back up raw water extraction arrangement at the golf course site to support the effluent reuse if there is ever a problem at the plant and to allow the cleaning of the golf course storage. Formal application lodged.
- Draft end user agreement provided to golf course management and meetings ongoing to ensure that operation is detailed and completed to allow the new recycled water management plan can be completed.
- Work on the new Recycled Water Management Plan commenced so that Section 60 application can be filled.
- Work on the Gundagai IWCM continuing to progress.
- Discussion held with the local abattoir over the potential for a joint public private energy venture to reduce energy costs to both organisations and reduce the greenhouse footprint. Currently exploring the viability of that exercise.
- Finalising details and procurement of the new chlorine contact tank to allow that component to proceed with the preliminary earthworks as they will be outside of the works compound for the main contract and will allow the reuse components to be advanced. This arrangement will also allow the cleaning out of the golf course storage from time to time and having it completed before the major construction of the plant will allow some additional security
- Currently exploring prefabricated buildings for the administration building as this may decrease the need for construction huts.

- Ongoing discussions with the EPA over the ability to periodically discharge from the plant and how that will be best achieved particularly during the construction works.



8.4.4 LOCAL AREA TRAFFIC COMMITTEE MINUTES

DOCUMENT NUMBER	288885
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	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Minutes of the Local Area Traffic Committee held 24 August 2018

RECOMMENDATION

1. That each recommendation within the Minutes of the Local Area Traffic Committee be considered for adoption:
 - (a) That Council approves the closure of Bourke Street Cootamundra between Parker and Cooper Streets from the hours of 7.30am and 1.30pm on Saturday 8th September in support of the Rotary Cycling event and market stalls subject to the event organizer complying with all conditions set by Council and to include an upgraded Traffic Control Plan depicting the appropriate signage in accordance with Traffic Control at Worksites manual, version 5.0.
 - (b) That That Council endorse reinstating of the 2 hour timed parking provisions and disabled parking bays and bus zone in Sheridan Street between Otway and Homer Street as detailed in the design plans.
 - (c) That Council endorse that further investigation be undertaken to determine if a change to the road priority to a one-way access between Wallendoon and Mackay Streets via.
 - (i) A public consultation with affected residents in the precinct of Sutton and Hovell Street's Cootamundra,
 - (ii) Traffic study of vehicle movements within the un-named lane between Wallendoon and Mackay Streets, and a
 - (iii) Report outlining the findings is tabled at the next Local Traffic Committee meeting.
 - (d) That Council note the speed trend study undertaken of Landon Street failed to identify speeding as an issue and the data collected be provided to the local NSW Highway Patrol Police for their information.

Introduction

Minutes from the Local Area Traffic Committee held 24 August 2018 are attached for Council consideration.

Discussion

Not applicable.

COOTAMUNDRA GUNDAGAI REGIONAL COUNCIL – LOCAL TRAFFIC COMMITTEE MINUTES
Meeting date: Friday 24th August 2018

THE MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD IN THE ALBY SHULZ ROOM, COOTAMUNDRA, ON FRIDAY 24TH AUGUST 2018

COMMENCING AT: 10.02am

PRESENT: Councillor Charlie Sheahan (Chairperson), Phil McMurray (Interim Director of Asset Management), Anthony Webb (Road Safety Officer), Greg Minehan (Roads & Maritime Services), Mark Ellis (interim Manager of Civil Works), Tim Morris (Project Engineer).

1. APOLOGIES

Acting Sergeant Suzanne Turner and Local Members Representative Simon Bragg.

2. CONFIRMATION OF MINUTES

RESOLVED that the minutes of the **Traffic Committee** held on **26th April 2018** be accepted as read.

3 BUSINESS ARISING

Nil

AGENDA ITEMS

1.1 SUBJECT: Cootamundra Rotary Club Cycling Special Event application.

DISCUSSION:

The Roads and Maritime Services (RMS) member noted that the Traffic Control Plan (TCP) presented failed to meet the desired standards to adequately warn, inform and guide non-event community traffic of the road closure in Bourke Street in accordance with the Traffic Control at Worksite manual.

The Committee agreed that the event organizer provide an upgraded TCP to Council and this be included in Councils recommendation.

RECOMMENDATION:

That Council approves the closure of Bourke Street Cootamundra between Parker and Cooper Streets from the hours of 7.30am and 1.30pm on Saturday 8th September in support of the Rotary Cycling event and market stalls subject to the event organizer complying with all conditions set by Council and to include an upgraded Traffic Control Plan depicting the appropriate signage in accordance with Traffic Control at Worksites manual, version 5.0.

COOTAMUNDRA GUNDAGAI REGIONAL COUNCIL – LOCAL TRAFFIC COMMITTEE MINUTES
Meeting date: Friday 24th August 2018

1.2 SUBJECT: Proposed 2 hour timed parking design – Sheridan Street between Otway and Homer Streets Gundagai

DISCUSSION:

The Committee agreed with the reinstatement of the two hour timed front to kerb angle parking provisions as detailed on the design plan presented.

RECOMMENDATION:

That Council endorse reinstating of the 2 hour timed parking provisions and disabled parking bays and bus zone in Sheridan Street between Otway and Homer Street as detailed in the design plans.

1.3 SUBJECT: Proposed One way priority in un-named lane between Wallendoon and Mackay Streets Cootamundra.

DISCUSSION:

Councillor Sheahan noted that the proposal for a construction of a pedestrian ramp at the rear of the Arts Centre for pedestrian access (including disabled access) as detailed in the concept drawing is unsafe and impractical at this site as there is sufficient access for parking and pedestrian access at the front of the Arts Centre.

The Committee agreed that the proposed pedestrian rear access to the Arts Centre will not be accepted, accepting emergency access only.

The Committee further agreed that prior to considering a change to the road priority to one-way of this lane between Wallendoon and Mackay Streets, further investigations need to be undertaken relevant to a traffic study and that consultation with affected residents that have access to their properties from this lane is necessary.

RECOMMENDATION:

That Council endorse that further investigation be undertaken to determine if a change to the road priority to a one-way access between Wallendoon and Mackay Streets via

- 1. A public consultation with affected residents in the precinct of Sutton and Hovell Street's Cootamundra,**
- 2. Traffic study of vehicle movements within the un-named lane between Wallendoon and Mackay Streets, and a**
- 3. Report outlining the findings is tabled at the next Local Traffic Committee meeting.**

COOTAMUNDRA GUNDAGAI REGIONAL COUNCIL – LOCAL TRAFFIC COMMITTEE MINUTES
Meeting date: Friday 24th August 2018

1.4 SUBJECT: Speeding concerns – Landon Street Gundagai

DISCUSSION:

The Committee noted the analysis of the speed trend data identified no significant speeding issues and that the information be provided to the local Highway Patrol Police for their information.

RECOMMENDATION:

That Council note the speed trend study undertaken of Landon Street failed to identify speeding as an issue and the data collected be provided to the local NSW Highway Patrol Police for their information.

2.0 General Business

Sheridan – West Street intersection proposed reconstruction

Tim Morris provided a presentation of the proposed Sheridan – West Street intersection upgrade. Through an extensive investigation process involving key stakeholders including the RMS and NSW Police and traffic consultants, a final proposed concept design of a conventional channelized intersection treatment was suggested. The committee endorsed that this concept be presented for public consultation before a final presentation to the Committee.

Cootamundra Wattle Time Festival Special Event

The Road Safety Officer advised that Council had approved the event prior to supplying the information to the Committee. The RMS member advised that in accordance with Special Events for Traffic Management Guidelines, Class 1 and 2 Special Events must have all required information presented before the Committee before being endorsed. The RMS member noted that all future Special Events that are deemed Class 1 and 2 must have the completed application and associated documents including Traffic Control Plan/s be presented before the Committee within the designated 3 month lead time period.

Jindalee Straight Beaufighter Memorial

Mark Ellis provided background as to the memorial's location. The Committee noted that this area is within a 100km/h speed zone and that there is insufficient road infrastructure to support a safe and convenient location for vehicles to move off the road to park and visit the site. The RMS member noted that a reduction of the speed zone will not be considered. The Committee agreed that the relocation of the memorial to Albert Park as mentioned in the correspondence from the Cootamundra RSL sub branch needs to be considered. The Committee agreed that Council need to reply to the Cootamundra RSL sub branch recommending that further investigations need to be undertaken to determine if a relocation of the memorial will adversely affect any parties and based on those findings provide updated advice to Council.

COOTAMUNDRA GUNDAGAI REGIONAL COUNCIL – LOCAL TRAFFIC COMMITTEE MINUTES
Meeting date: Friday 24th August 2018

Items for further investigation of the committee

Councillor Sheahan note the potential for a slip lane right off Muttama Road onto Burra Road.

Councillor Sheahan note the potential for traffic improvements for the access into Frampton Rural Fire Brigade.

NEXT MEETING

It was discussed that meetings will be held based on 4 meetings per year (Feb, May, August, Nov) and the 2nd Thursday of the Month at 10am at alternating venues between Gundagai and Cootamundra offices. Dates will be emailed out to all Committee members. Next Meeting to be held **Thursday 8th November 2018 at 10am** in Gundagai Chambers.

There being no further business to discuss, the meeting closed at 11.48am.

9 MOTION OF WHICH NOTICE HAS BEEN GIVEN

9.1 NOTICE OF MOTION OF RESCISSION - CGRC SWIMMING POOLS FEES AND CHARGES

DOCUMENT NUMBER	287960
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

The following Notice of Motion of Rescission signed by Councillors Sheahan, Kelly and Bowden was submitted on Tuesday, 28 August, 2018:

MOTION

Minute No. 185/2018 of the Council Meeting held on 28 August 2018 in relation to Item No. 8.3.2 CGRC Swimming Pools Report be rescinded and the following Motion be subsequently moved:

1. Council adopt the following Fees and Charges for the Gundagai and Cootamundra Pools for the 2018/2019 swimming season.

Gundagai Fees and Charges

Single Visit	
Adult	\$5.50
Child/Concession	\$3.50
School Groups	\$2.00
Non-Swimming Observer	Free
Family Day Pass	\$15.00
Season Pass – 14 Oct 2018 to 10 Mar 2019	
Adult	\$115.00
Child/Concession	\$95.00
Family	\$235.00
10 Visit Pass	

Adult	\$52.00
Child/Concession	\$32.00

Cootamundra Fees and Charges

Single Visit	
Adult	\$3.50
Child/Concession	\$2.50
Non-Swimming Observer	Free
12 Month Pass	
Family	\$700.00
Adult	\$250.00
Child/Concession	\$200.00
4 Month Pass	
Family	\$250.00
Adult	\$125.00
Child/Concession	\$100.00
10 Visit Pass	
Adult	\$32.00
Child/Concession	\$22.00

2. The Cootamundra Indoor Swimming Pool Operations Plan, the Cootamundra Swimming Pool Operations Plan and the Gundagai Outdoor Swimming Pool Operations Plan, attached to the report, be adopted for the 2018/2019 swimming season.

9.2 NOTICE OF MOTION - DISPARITY OF SEWER CONNECTION FEES BETWEEN COOTAMUNDRA AND GUNDAGAI

DOCUMENT NUMBER	289053
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 McAlister Mayor) was submitted on 20 September, 2018.

I hereby give notice of my intention to move the following motion at the Council meeting of Tuesday, 25 September, 2018:

MOTION

I would like to discuss the disparity of the fees and charges in relation to sewer connection in Cootamundra and Gundagai.

Note from Councillor

Below are excerpts from the CGRC Fees and Charges adopted at the Ordinary Meeting of Council 26 June 2018, in relation to the scheduled fee and charges for sewer connection and usage for the Cootamundra and Gundagai townships:

SEWERAGE SERVICES

COOTAMUNDRA SEWERAGE NETWORK

Sewer access charges

The residential sewer access charge will be levied on all residential properties connected to the sewer system. All other properties will be charged in accordance with the number and size of water service meters connected to the property. Where a property is not connected to the sewer system, but access is available, a vacant charge shall apply.

The sewer access charges are billed quarterly in arrears, usually at the end of August, November, February and May. An annual minimum sewer charge is applicable to non-residential properties.

Residential sewer access charges

Residential Sewer Access Charge	\$426.00	\$441.00	\$0.00	\$441.00
Vacant Residential Sewer Access Charge	\$213.00	\$220.00	\$0.00	\$220.00

Non-residential sewer access charges

Meter size 20 mm	\$250.00	\$259.00	\$0.00	\$259.00
Meter size 25 mm	\$391.00	\$405.00	\$0.00	\$405.00
Meter size 32 mm	\$642.00	\$664.00	\$0.00	\$664.00
Meter size 40 mm	\$1,002.00	\$1,037.00	\$0.00	\$1,037.00
Meter size 50 mm	\$1,565.00	\$1,620.00	\$0.00	\$1,620.00
Meter size 80 mm	\$4,008.00	\$4,148.00	\$0.00	\$4,148.00
Meter size 100 mm	\$6,262.00	\$6,481.00	\$0.00	\$6,481.00
Vacant non-residential sewer access charge	\$213.00	\$220.00	\$0.00	\$220.00
Minimum total annual sewer charge	\$426.00	\$441.00	\$0.00	\$441.00

Non-residential community sewer access charges

Meter size 20 mm	\$125.00	\$129.00	\$0.00	\$129.00
Meter size 25 mm	\$197.00	\$204.00	\$0.00	\$204.00
Meter size 32 mm	\$321.00	\$332.00	\$0.00	\$332.00
Meter size 40 mm	\$501.00	\$519.00	\$0.00	\$519.00
Meter size 50 mm	\$782.00	\$809.00	\$0.00	\$809.00
Meter size 80 mm	\$2,004.00	\$2,074.00	\$0.00	\$2,074.00
Meter size 100 mm	\$3,131.00	\$3,241.00	\$0.00	\$3,241.00
Vacant non-residential community sewer access charge	\$106.50	\$110.00	\$0.00	\$110.00
Minimum total annual sewer charge	\$426.00	\$441.00	\$0.00	\$441.00

Sewer usage charges

Applies to non-residential and non-residential community.

Sewer Usage Charges	\$2.40	\$2.50	\$0.00	\$2.50
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GUNDAGAI SEWERAGE NETWORK

Sewer access charges

Residential sewer access charges

Residential Sewer Access Charge	\$751.00	\$777.00	\$0.00	\$777.00
Vacant Residential Sewer Access Charge	\$118.00	\$122.00	\$0.00	\$122.00

Non-residential sewer access charges

Meter size 20 mm	\$197.00	\$204.00	\$0.00	\$204.00
Meter size 25 mm	\$307.00	\$318.00	\$0.00	\$318.00
Meter size 40 mm	\$787.00	\$815.00	\$0.00	\$815.00
Meter size 50 mm	\$1,230.00	\$1,273.00	\$0.00	\$1,273.00
Meter size 63 mm	\$1,951.00	\$2,019.00	\$0.00	\$2,019.00
Meter size 75 mm	\$2,764.00	\$2,861.00	\$0.00	\$2,861.00
Meter size 100 mm	\$4,916.00	\$5,088.00	\$0.00	\$5,088.00
Unconnected access charge	\$118.00	\$122.00	\$0.00	\$122.00

Sewer usage charges

Sewer usage charges	\$2.98	\$3.08	\$0.00	\$3.08
Minimum non-residential charge	\$751.00	\$777.00	\$0.00	\$777.00

Liquid Trade Waste

Trade waste annual fee	\$216.00	\$224.00	\$0.00	\$224.00
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Trade waste usage charge	\$4.00	\$4.00	\$0.00	\$4.00
Category 2 business				

Sewer connection fees

Sewerage connection fee	\$152.00	\$158.00	\$0.00	\$158.00
Sewerage connection fee with junction to main	\$685.00	\$712.00	\$0.00	\$712.00

10 QUESTIONS WITH NOTICE

Nil

11 CONFIDENTIAL ITEMS

Nil