



2017 SUCCESS

THE 2017 REGIONAL PITCHFEST WAS A PARTNERSHIP FORMED FOLLOWING AUSTRALIA POSTS VISIT TO THE FIRST REGIONAL PITCHFEST IN WAGGA WAGGA IN 2016. FROM HERE FOUNDER DIANNA SOMERVILLE TEAMED UP WITH AUSTRALIA POST TO ROLL OUT A NATIONAL PROGRAM INCLUDING 57 EVENTS AND THE FIRST EVER NATIONAL REGIONAL SHOWCASE OF STARTUPS AND ENTREPRENEURS.

Regional Pitchfest ignited a national conversation about regional and rural opportunities in job creation through entrepreneurship.

The community buy into the program was overwhelming and the media coverage saw over 650 interviews conducted or news reports published across the nation in both local and national publications and news outlets. Founder Dianna Somerville remained the face of Regional Pitchfest for the duration of the 2017 program.

The national final of the Australia Post Regional Pitchfest was live streamed on US leading startup platform Tech Crunch.

SUCCESS STORIES

The 47 finalists formed a strong and successful cohort - building a national regional network of leading entrepreneurs. These finalists became advocates for the program but more importantly become examples of what's possible no matter where you come from.

Many have gone on to raise funds and grow their businesses and staff base. Some pitched on Shark Tank and some have expanded into overseas markets. Most agreed that the experience was more valuable than the prizes!

BUILDING INNOVATIVE COMMUNITIES

Regional Pitchfest played a pivotal role in identifying local activators and champions. The aim was to bring all key community organisations or 'feeders' to the table to rally and support the activator going forward and to provide each community with a few shining examples of what a regional entrepreneur is capable of!

WWW.REGIONALPITCHFEST.COM



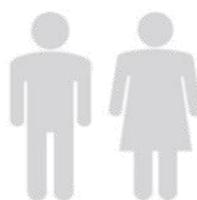
Australia Post Regional Pitchfest is part of building a culture of entrepreneurship and innovation in regional Australia.



REGIONAL PITCHFEST 2017
OVERALL.

1,600+
REGIONAL

Australia Post outlets involved



700+

regional community activators engaged

40 FINALISTS FROM 34 REGIONAL COMMUNITIES

9

events across all states & territories

16

regional communities visited



2,500+

people attended Australia Post Regional Pitchfest events

100+

local, state & national program partners

50%+

applications from female entrepreneurs

2.2M+

people reached by media stories



Positive media stories on Australia Post Regional Pitchfest

650+

Reached via livestream of Australia Post Regional Pitchfest finals

100,000+

Impressions of our unique hashtag **#APRegionalPitchfest**

1.8M+



REACH:



people watched the program
online via live stream (either through
Facebook, TechCrunch or ReechTV)



stories or interviews
generated across every
state and territory



APPLICATIONS:



innovators and
entrepreneurs from
across regional
Australia sent in
their video application
to pitch their idea.



Supported by the



SPONSORSHIP OUTLINE

PRESENTED IN CONJUNCTION WITH



▼
SPONSORSHIP OUTLINE

NSW STATE SPONSORSHIP OPTIONS

PLATINUM - SOLD - JOBS FOR NSW

Supported by the

Naming rights, exclusivity, logo on all branding and collateral, advertisement space at each of the events (up to 17), quote and mention in all press releases, tickets to state final, state final judging position, Invitation to VIP drinks prior to event. If national event progresses, all state platinum sponsors will be represented on website, in program and logos displayed within the venue.



\$150,000 + GST

GOLD

Exclusivity, logo on selected branding and collateral, advertisement space at each of the events (up to 17), mention in all press releases, presentation of prize at State Final event, tickets to State Final, State Final judging position, Invitation to VIP drinks prior to event.

\$100,000 + GST

SILVER

Logo on selected collateral, advertisement space at each of the events (up to 17), tickets to State Final, Invitation to VIP drinks prior to event.

\$25,000 + GST

NATIONAL SPONSORSHIP OPTIONS

National sponsorship will include national final event naming rights, branding and publicity aswell as exclusivity, logo on all branding and collateral, advertisement space at each of the state events, quote and mention in all press releases, tickets to state finals, national final judging position, Invitation to VIP drinks prior to event.

PRICE NEGOTIABLE



WWW.REGIONALPITCHFEST.COM





Supported by the



SPONSORS RETURN ON INVESTMENT

PRESENTED IN CONJUNCTION WITH





SPONSORS RETURN ON INVESTMENT

IMPACT

The program will offer a unique opportunity to highlight the regional areas of NSW. The program will help strengthen the Local Innovation Network and build on connections, collaborations and opportunities between activators. It will offer up to 14 leading NSW regional entrepreneurs the opportunity to showcase how living in a region is not a disadvantage when it comes to startups. The program highlights the importance of digitisation in starting local and growing global.

Importantly, it will assist in closing the city country divide through highlighting examples of how to start and grow successful businesses in the regions. The program will allow sponsors to have a presence in the building and supporting of entrepreneurial networks across the state

MARKETING

As outlined in the 2017 overview, the program offers a wide spread opportunity for branding and marketing. The NSW program encapsulates up to 14 regions, each with their own winner to celebrate locally, your brand will be seen supporting regional and rural entrepreneurs and their towns. This will be combined with a NSW state wide media campaign. This widespread media footprint will prove value for money through authentic grassroots content opportunities.

KNOWN AND TRUSTED

Regional Pitchfest is a nationally known brand and is regarded as one of Australia's leading startup events. As demonstrated by successful previous partners including Australia Post and a long list of councils, business chambers, universities and other organisations, Regional Pitchfest has a proven product with long lasting impact. Regional Pitchfest is led by Founder Dianna Somerville - Nationally recognised leading regional entrepreneur and Community Manager of Bridge Hub - a Blue River Group company.

Blue River Group was established by Craig Shapiro and Grant Fuzi in 2015. Blue River Group is Australia's independent impact investment services firm. It helps mobilise capital towards the rapidly growing local and global impact investment markets. It is a profit with purpose business.

WWW.REGIONALPITCHFEST.COM



PROPOSED LOCATIONS:

ARMIDALE//

BATHURST//

BEGA//

BROKEN HILL//

BYRON BAY//

DENILIQUIN//

DUBBO//

HUNTER VALLEY//

LIGHTNING RIDGE//

PORT MACQUARIE//

WAGGA WAGGA//

WOLLONGONG//

YOUNG//

Dianna Somerville
Founder Regional Pitchfest
admin@regionalpitchfest.com
PO BOX 5781, Wagga Wagga, NSW, 2650

8.1.14 INFORMATION BULLETIN

DOCUMENT NUMBER	305662
REPORTING OFFICER	Marianne McInerney, Personal Assistant to the General Manager
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.3 Cootamundra-Gundagai Regional Council is a premier local government Council</p>
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	<ol style="list-style-type: none"> 1. The Hon. Melinda Pavey, MP - Planning For Critical Water Shortages ↓ 2. Circular - Financial Assistance Grants (FAGs) – Information ↓ 3. the Hon. John Barilaro - Response to Mayoral Financial Assistance Grants Correspondence ↓ 4. the Hon. Shelley Hancock - Response to Mayoral Financial Assistance Grants Correspondence ↓ 5. Country Mayors Association - 31 May, 2019 - Minutes ↓

RECOMMENDATION

The information provided in the attachments of the Information Bulletin be noted.

Introduction

Information received by Council is provided for the information of the Mayor and Councillors.



The Honourable Melinda Pavey MP
 Minister for Water, Property and Housing

Cootamundra-Gundagai
 Regional Council
 Document Received

19 JUN 2019

Minister's office reference BN19/3665

File No.

Initials _____

Clr Abb McAlister
 Cootamundra-Gundagai Regional Council
 PO Box 420
 COOTAMUNDRA NSW 2590

Planning for critical water shortages

Abb
 Dear Clr McAlister

As you will be aware, NSW remains in the midst of one of the worst droughts on record.

Since starting as the NSW Water Minister, I have travelled extensively across regional NSW, and have met with local governments, local water utilities, regional businesses, community groups, indigenous organisations, and other stakeholders to discuss how we can best respond to critical water shortages in our communities. I am particularly appreciative of the efforts of people in local government and government agencies to prepare for, and respond to, current conditions.

I note that in response to current drought conditions we have increased our support for farmers and regional communities to \$1.8 billion through the Drought Support Package, and boosted the Farm Innovation Fund to \$1 billion. We are also delivering over \$1 billion in water infrastructure through the Safe and Secure Water program, and supporting drought affected communities through emergency relief for regional town water supplies with funding for bores, water carting and packaged water.

However as this drought continues, I know we are all in agreement that at both a local and State level, more needs to be done. Councils must take responsible steps to ensure water security in their region. This may mean increased water restrictions and water saving measures.

I know that planning is now underway in many regions to address areas of emerging risk and concern. While planning is well advanced in some areas, there are other areas where planning is less advanced, or where the capacity to undertake this planning is limited.

I know Mr McTavish, our Regional Town Water Supply Coordinator, has engaged with many councils, there is a pressing need for further engagement to ensure that all communities are better prepared for reduced water availability, and subsequent pressure on diminishing town water supplies.

There is a significant need to align activities within local government areas, across regions and catchments, and across the state to ensure that our communities are well prepared, and that our response meets their needs. There is also an immediate requirement to develop a better understanding of issues, current and emerging risks for water supplies, and likely impact on town water dependant industries including some mining, manufacturing, processing and horticulture businesses.

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GPO Box 5341 Sydney NSW 2001 ■ P: (02) 8574 7300 ■ F: (02) 9339 5570 ■ www.nsw.gov.au/ministerpavey

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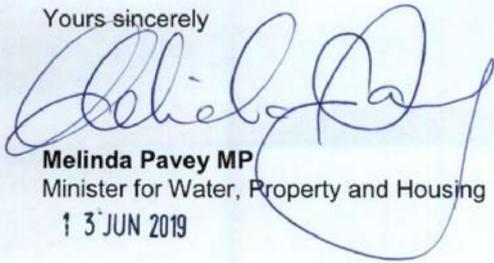
As such, I encourage your council to write to Mr McTavish to advise of your town's current water situation. Information which may be useful includes available town water storages, current rates of depletion and what measures council is considering to mitigate this risk.

NSW Government agencies are well prepared and resourced to assist you and to provide assistance to councils, community groups, businesses and industries but need active engagement from all stakeholders to ensure the best possible outcomes.

Councils in particular are well placed to lead much of this work, and I encourage you to engage with the relevant NSW government agencies and Mr McTavish at the earliest opportunity.

Mr McTavish is available on james.mctavish@dpc.nsw.gov.au, or on 0438 105 426. Mr Peter Ledwos, Regional Manager South from the Department's Water Utilities team is available on peter.ledwos@dpi.nsw.gov.au or 0439 248 718.

Yours sincerely



Melinda Pavey MP
Minister for Water, Property and Housing

1 3 JUN 2019



Circular to Councils

Circular Details	GC 148 / 18 June 2019 / A647720
Who should read this	Councillors / General Managers / Finance Managers
Contact	Helen Pearce – 02 4428 4131 / helen.pearce@olg.nsw.gov.au
Action required	Information

2019-20 Financial Assistance Grants (FAGs) – advance payment and on-going transition to implement improvements to the existing allocation model

- The Deputy Prime Minister, Minister for Infrastructure, Transport and Regional Development, the Hon Michael McCormack MP has advised that the Australian Government will again bring forward the first two instalments of the estimated 2019-20 FAGs.
- The advance payment will represent approximately 52% of the amount council is entitled to. Further adjustments will need to be made to the remaining payments to take into account:
 1. the determination by the Commonwealth Treasurer of the final adjustments for 2018-19
 2. the Grants Commission's recommendations for 2019-20.
- While transition arrangements remain in place, the Commission is continuing to consider ways to re-direct the General Purpose Component (GPC) of the grant towards councils with the greatest relative disadvantage.
- The 2019-20 GPC grant will be calculated using the 2018-19 year's allocation. No council will receive less than in 2018-19.
- The Commission is currently finalising the 2019-20 FAGs and will advise councils of the outcome when the grant recommendations have been adopted.

What this will mean for your council

- The advance payment amount, as set out in the indicative table (attached), is anticipated to be paid to councils on 18 June 2019.
- The balance of the grant will be paid with a corresponding reduction to the quarterly instalments during 2019-20.
- The first quarterly instalment is expected to be paid to councils in mid-August 2019, with subsequent instalments in November 2019; February 2020; and May 2020.
- All councils will be advised by letter of individual council's estimated entitlements for 2019-20 FAGs.

Key points

- The grants are paid under the provisions of the *Local Government (Financial Assistance) Act 1995* (Cwlth) (Commonwealth Act).

Where to go for further information

- Updates about the transition and general information are available on the Office of Local Government Website:
<https://www.olg.nsw.gov.au/commissions-and-tribunals/grants-commission>
- Please contact Helen Pearce, Executive Officer, if you require any further information.



Helen Pearce
Executive Officer
Grants Commission

NSW Local Government Grants Commission
Level 2, 5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541
T 02 4428 4132 F 02 4428 4199 TTY 02 4428 4209
E grants@olg.nsw.gov.au W www.olg.nsw.gov.au (follow the "Commissions & Tribunals" links)



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

Cootamundra Gundagai
 Regional Council
 Document Received

27 MAY 2019

File No.

Initials _____

Ref: 19/1#89

Cr Abb McAlister
 Mayor
 Cootamundra-Gundagai Regional Council
 PO Box 420
 COOTAMUNDRA NSW 2590

Dear Mayor *Abb*

Thank you for your correspondence of 9 May 2019, regarding Commonwealth Financial Assistance Grants to local councils.

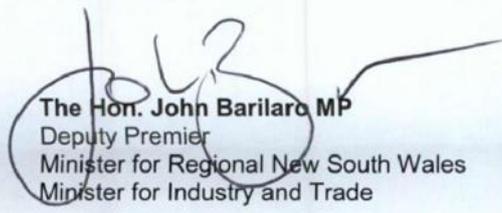
A number of regional councils and Joint Organisations in NSW have raised this matter directly with me, and I agree that grants should be targeted to communities with the greatest need, which are generally regional and remote areas.

On behalf of all regional councils, I wrote to Senator the Hon. Bridget McKenzie, Federal Minister for Local Government earlier this year.

Please find enclosed a copy of my correspondence to the Commonwealth Government and the response I received. If you seek further information, I encourage you to contact Senator McKenzie's office on (02) 6277 7495.

Thank you for taking the time to bring this matter to my attention.

Yours sincerely



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

CC: The Hon. Shelley Hancock MP, Minister for Local Government
 CC: The Hon. Steph Cooke MP, Member for Cootamundra



The Hon. John Barilaro MP
 Deputy Premier
 Minister for Regional New South Wales,
 Minister for Skills and Minister for Small Business

A2702445

Senator the Hon. Bridget McKenzie
 Minister for Regional Services, Sport,
 Local Government and Decentralisation
 PO Box 6100
 Senate - Parliament House
 CANBERRA ACT 2600

Dear Minister *Bridget*

I write to you on behalf of Cr Liz Campbell, Chair of the Mid North Coast Joint Organisation (MNCJO) about Commonwealth Financial Assistance Grants (FAGs) to local councils. Mid North Coast Joint Organisation are seeking changes to the distribution of FAGs, proposing they are distributed on the basis of need, financial capacity and income.

The NSW Government supports directing grants to communities with the greatest relative need. These are generally rural and remote councils with the least capacity to raise revenue and higher costs in providing equivalent services. These councils sometimes experience adverse population movements while still having to maintain local assets and infrastructure.

Within our own remit, the NSW Local Government Grants Commission continues to refine and adjust its allocation methodology with the support of the NSW Office of Local Government, however NSW is currently limited by the National Funding Principles. The NSW Government is also supporting the needs of regional councils through the \$1.6 billion Regional Growth Fund, which provides significant new infrastructure funding.

As this matter falls within your portfolio responsibility, I am forwarding a copy of MNCJO's representations for your consideration.

Yours sincerely

The Hon. John Barilaro MP
Deputy Premier
Minister for Regional New South Wales
Minister for Skills and Minister for Small Business

cc: Minister for Local Government, the Hon Gabrielle Upton MP

Level 20, 52 Martin Place, Sydney NSW 2000
 Phone: (61 2) 8574 5150 Fax: (61 2) 9339 5558 Email: office@deputypremier.nsw.gov.au



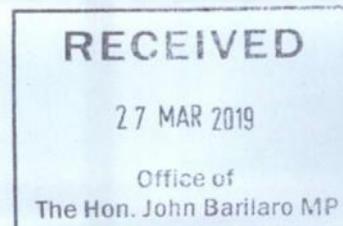
Senator the Hon Bridget McKenzie

Deputy Leader of The Nationals
 Minister for Regional Services
 Minister for Sport
 Minister for Local Government and Decentralisation
 Senator for Victoria

Ref: MC19-000845

The Hon John Barilaro MP
 Deputy Premier of New South Wales
 Minister for Regional New South Wales
 Minister for Skills
 Minister for Small Business
 Level 20, Martin Place
 SYDNEY NSW 2000

14 MAR 2019



Dear Deputy Premier *John,*

Thank you for your letter of 18 January 2019 regarding the Mid North Coast Joint Organisation's support for a review of the Financial Assistance Grant program. My sincere apologies for the delay in responding.

The challenges facing councils related to maintaining financial sustainability and the delivery of infrastructure and services are well understood by the Liberal and Nationals Government. The Liberal and Nationals Government is committed to supporting and working in partnership with local government to help build and maintain local communities.

In 2018-19 the Liberal and Nationals Government will allocate \$2.4 billion through the Financial Assistance Grant program to local councils across Australia, which includes \$763.3 million provided to NSW. This funding is untied, so local councils are able to direct this funding towards local priorities. This funding is in addition to a range of regional grants programs, through which councils can seek funding to address specific local needs.

The 2018-19 Budget delivers additional funding, including \$200 million for the Building Better Regions Fund, and \$22.5 million for the Stronger Communities Programme to help improve economic and social infrastructure.

The Budget continues to fund tried and proven programs that deliver for regional Australia, such as the \$1 billion Community Development Grants Programme, \$612.2 million National Stronger Regions Fund, \$219.6 million Regional Jobs and Investment Packages, and \$7 billion for the Liberal and Nationals Government drought support initiatives. The Regional Growth Fund is also providing \$272.2 million in funding for major transformational projects, which support long term economic growth and create jobs in regions.

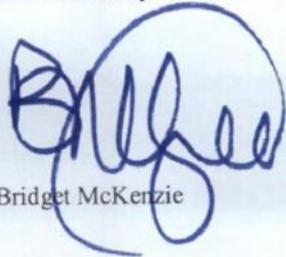
In addition to funding to support regional development, the Liberal and Nationals Government has committed \$75 billion towards transport infrastructure over the next decade to better connect people to jobs and communities, and improve business access to domestic and global markets.

This investment includes the commitment of \$24.5 billion to new transport infrastructure priorities in the 2018-19 Budget, of which \$1.6 billion was committed to projects in NSW. The new commitments provide certainty around a longer-term pipeline of projects to be delivered in partnership with the states and territories well into the future. This will support the development of economic opportunities for communities across Australia.

While the Liberal and Nationals Government is not currently undertaking a review of the Financial Assistance Grants, we are always interested in hearing the views of councils as to how this essential support can be delivered more effectively and appreciate the valuable information provided. I will keep this under consideration.

Thank you for bringing the Mid North Coast Joint Organisation's concerns to my attention and I trust this is of assistance.

Yours sincerely



Bridget McKenzie



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 PO Box 420, Cootamundra NSW 2590
 Email: mail@cgrc.nsw.gov.au
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 Ph: 02 6940 2100 Fax: 02 6940 2127

Gundagai Office:
 255 Sheridan Street,
 Gundagai NSW 2722
 Ph: 02 6944 0200 Fax: 02 6940 2127

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The Hon. John Barilaro
 Deputy Premier
 Member for Monaro, Leader of the Nationals, Minister for Regional New South Wales, Industry and Trade
 Parliament House
 GPO Box 5341
 6 Macquarie Street
 Sydney NSW 2000



Dear Deputy Premier,

RE: Request to Support the Redistribution of Financial Assistance Grants

As you would be aware, rural and regional councils have a far greater dependence on federal and state government grant funding than their metropolitan counterparts. Cootamundra-Gundagai Regional Council wishes to highlight the critical importance of such funding to the financial sustainability of rural and regional councils, and the viability of their communities.

Accordingly, Council seeks your support in its representations to restore the value of Financial Assistance Grants (FAGs) funding to the previous national level of an amount equal to 1% of Commonwealth taxation revenue that applied in 1996. Council also requests similar support for changes to the assessment criteria for the allocation of funding provided through the Financial Assistance Grants program so as to achieve the redistribution of such grants from Local Government Areas (LGA's) with greater population and financial capacity to those with significantly less.

At present, each council in New South Wales receives a portion of the total funding available through Financial Assistance Grants. Such grants are distributed to each council based on a calculation of relative disadvantage, with councils that have the lowest level of disadvantage receiving a 'base' level grant.

In addition to increasing the pool of FAGs funding it is requested that the basis upon which these funds are distributed be reviewed with the intent of 'weighting' the distribution in much greater favour of disadvantaged councils and the communities they represent. The impact of this on highly populated/advantaged councils/communities is that they would receive significantly less or no grant revenue through this funding mechanism. The avenue is then available for such councils to offset any resulting funding deficit through revenue generating opportunities that are much more readily available in metropolitan areas which have far greater population and financial capacity.



AR Bluett Award Winners:
 1953, 1992 & 2014

Indeed, rural and regional local government areas experience significant and ongoing challenges in funding the many and varied programs for the renewal and upgrade of infrastructure and facilities required to be undertaken by councils with a low rate base level. Historically, major programs have been funded by Special Rate Variation applied for by councils to fund programs such as maintaining or renewing aged and dilapidated infrastructure and facilities which would otherwise be unable to be funded.

In determining and articulating its position on this matter, at its Ordinary Meeting held on Tuesday, 30th April, 2019 Cootamundra-Gundagai Regional Council resolved as follows:

1. Council acknowledges the importance of federal funding through the Financial Assistance Grants (FAGs) program for the continued delivery of Council services and infrastructure;
2. Council expresses its concern about the decline in the value of Financial Assistance Grants funding at the national level from an amount equal to around 1% of Commonwealth taxation revenue in 1996 to a current figure of approximately 0.55%; and
3. Council calls on all political parties contesting the 2019 Federal Election and their local candidates to support the Australian Local Government Association's call to restore the national value of Financial Assistance Grants funding to an amount equal to at least 1 % of Commonwealth taxation revenue and therefore to provide a Fairer Share of Federal funding for our local communities.
4. Council lobby local sitting state and federal politicians for the redistribution of Financial Assistance Grant monies going to metropolitan councils to be reallocated to rural and regional local government areas.

It is my, and my Council's strong belief that the value of Financial Assistance Grants should be returned to an amount equal to 1% of Commonwealth taxation. Further, the prudent and responsible allocation of limited grant funding is a vital component in ensuring the sustainability of rural and regional Australia and this should be achieved through the reallocation of Financial Assistance Grant Funding from metropolitan councils to rural and regional local government areas.

Your support of Council's representations in this important matter would be very much appreciated and should you require any additional information or wish to discuss the matter further please do not hesitate to contact me on 0428 441 300.

Yours faithfully



Cr Abb McAlister
Mayor

9 May 2019



**Office of
Local Government**

5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541

Our Reference: A647319
Your Reference: REC-190509-MMC-10408
Contact: Performance Team
Phone: (02) 4428 4100

Clr Abb McAlister
Mayor
Cootamundra-Gundagai Regional Council
PO Box 420
COOTAMUNDRA NSW 2590

Dear Clr McAlister

Thank you for your letter of 9 May 2019 to the Hon. Shelley Hancock MP, Minister for Local Government, regarding the redistribution and increase of financial assistance grants (grants). The Minister has asked that the Office of Local Government (OLG) respond on her behalf.

Regarding individual council grant allocations, I can advise the NSW Local Government Grants Commission is an autonomous statutory body constituted under Section 613 of the *NSW Local Government Act 1993*. The principal function of the Commission is to make recommendations on the allocation of Federally funded grants paid to local governing bodies under the provisions of the *Local Government (Financial Assistance) Act 1995*.

Since 2013-14 the Commission has focused its attention on refining its assessment modelling to better reflect councils' relative needs. The Commission achieved some success with smaller, rural and remote councils (those with the poorest capacity to raise revenue and most relative disadvantage), receiving steady increases in recent years. This is despite the three years of paused of indexation by the Federal Government from 2014.

The Commission has been reviewing the grant methodology and the general purpose grants are currently in transition to a refined model during a period of consultation with local councils. During the transition no council is receiving a lower general purpose grant than in the previous year. A letter and factsheet with further information about the review and transition will be sent to all councils in the near future. The Commission urges all councils to exercise due diligence with its financial assistance grant budget forecasts.

T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 44 913 630 046



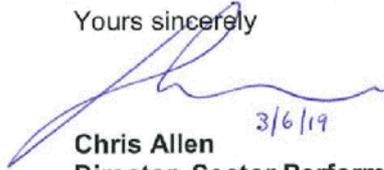
Strengthening local government

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For issues such as increasing the overall level of grant funding, it is most appropriate that Council approaches organisational bodies that are set up to make representations to the Federal Government on Council's behalf. These include Local Government NSW and the Australian Local Government Association (ALGA).

Thank you for bringing your concerns to the attention of the Minister.

Yours sincerely



Chris Allen
Director, Sector Performance and Intervention



Country Mayors Association of NEW SOUTH WALES

Chairperson: Cr Katrina Humphries
 PO Box 420 Moree NSW 2400
 02 6757 3222
 ABN 92 803 490 533

MINUTES

GENERAL MEETING

FRIDAY, 31 MAY 2019 THEATRETTE, PARLIAMENT HOUSE, SYDNEY

The meeting opened at 9.00 a.m.

1. ATTENDANCE:

Armidale Regional Council, Cr Simon Murray, Mayor
 Bega Valley Shire Council, Cr Kristy McBain, Mayor
 Bellingen Shire Council, Cr Dominic King, Mayor
 Bland Shire Council, Cr Brian Monaghan, Mayor
 Bland Shire Council, Mr Ray Smith, General Manager
 Blayney Shire Council, Cr Scott Ferguson, Mayor
 Blayney Shire Council, Ms Rebecca Ryan, General Manager
 Bourke Shire Council, Cr Barry Hollman, Mayor
 Broken Hill City Council, Cr Darriea Turley, Mayor
 Broken Hill city Council, Mr James Roncon, General Manager
 Cabonne Shire Council, Cr Kevin Beatty, Mayor
 Cabonne Shire Council, Ms Heather Nicholls, Acting General Manager
 Carrathool Shire Council, Cr Peter Laird, Mayor
 Carrathool Shire Council, Mr, Rick Warren General Manager
 Coffs Harbour City Council, Mr Stephen McGrath, General Manager
 Coolamon Shire Council, Cr John Seymour, Mayor
 Cootamundra-Gundagai Regional Council, Cr Abb McAlister
 Cootamundra-Gundagai Regional Council, Cr Dennis Palmer, Deputy Mayor
 Cootamundra-Gundagai Regional Council, Mr Phil McMurray, Acting
 General Manager
 Cowra Shire Council, Cr Bill West, Mayor
 Dubbo Regional Council, Cr Ben Shields. Mayor
 Dubbo Regional Council, Mr Michael McMahan, CEO
 Dungog Shire Council, Cr Tracy Norman, Mayor
 Dungog Shire Council, Ms Coralie Nichols, General Manager
 Eurobodalla Shire Council, Cr Liz Innes, Mayor
 Federation Council, Cr Patrick Bourke, Mayor
 Forbes Shire Council, Cr Phyllis Miller, Mayor
 Forbes Shire Council, Mr Steve Loane, General Manager

Page 2

Gilgandra Shire Council, Cr Ash Walker, Deputy Mayor
Goulburn Mulwaree Council, Cr Bob Kirk, Mayor
Goulburn Mulwaree Council, Cr Peter Walker, Deputy Mayor
Goulburn Mulwaree Council, Mr Warrick Bennett, General Manager
Griffith City Council, Cr John Dal Broi, Mayor
Griffith City Council, Mr Brett Stonestreet, General Manager
Gunnedah Shire Council, Cr Jamie Chaffey, Mayor
Gunnedah Shire Council, Mr Eric Growth, General Manager
Gwydir Shire Council, Cr John Coulton, Mayor
Gwydir Shire Council, Mr Max Eastcott, General Manager
Inverell Shire Council, Cr Paul Harmon, Mayor
Kempsey Shire Council, Cr Liz Campbell, Mayor
Kempsey Shire Council, Mr Craig Milburn, General Manager
Kiama Municipal Council, Cr Mark Honey, Mayor
Kyogle Council, Cr Danielle Mulholland, Mayor
Leeton Shire Council, Cr Paul Maytom, Mayor
Leeton Shire Council, Ms Jackie Kruger, General Manager
Lithgow City Council, Cr Ray Thompson, Mayor
Lithgow City Council, Mr Graeme Faulkner, General Manager
Liverpool Plains Shire Council, Cr Andrew Hope, Mayor
Lockhart Shire Council, Cr Roger Schirmer, Mayor
Lockhart Shire Council, Mr Peter Veneris, General Manager
Mid-Western/Mudgee Regional Council, Cr Des Kennedy, Mayor
Mid-Western/Mudgee Regional Council, Mr Brad Cam, General Manager
Moree Plains Shire Council, Cr Katrina Humphries, Mayor
Moree Plains Shire Council, Mr Lester Rogers, General Manager
Murray River Council, Cr Christopher Bilkey, Mayor
Murray River Council, Mr Des Bilske, General Manager
Murrumbidgee Council, Mr John Scarce, General Manager
Narrabri Shire Council, Cr Catherine Redding, Mayor
Narrabri Shire Council, Mr Stewart Todd, General Manager
Narrandera Shire Council, Cr Neville Schenka, Mayor
Narrandera Shire Council, Mr George Cowan, General Manager
Narromine Shire Council, Cr Craig Davies, Mayor
Oberon Shire Council, Cr Kathy Sajowitz, Mayor
Oberon Shire Council, Ms Lynette Safranek, Director Corporate Services
Parkes Shire Council, Cr Ken Keith, Mayor
Parkes Shire Council, Cr Barbara Newton, Deputy Mayor
Parkes Shire Council, Cr Alan Ward
Port Stephens Council, Cr Ryan Palmer, Mayor
Port Stephens Council, Tim Crosdale, Group Manager Development Services
Shoalhaven City Council, Cr Amanda Findley, Mayor
Shoalhaven City Council, Mr Stephen Dunshea, Acting General Manager
Singleton Council, Cr Sue Moore, Mayor
Temora Shire Council, Cr Rick Firman, Mayor
Temora Shire Council, Mr Gary Lavelle, General Manager
Tenterfield Shire Council, Cr Peter Petty, Mayor
Tenterfield Shire Council, Mr Terry Dodds, General Manager
Upper Lachlan Shire Council, Cr John Stafford, Mayor
Uralla Shire Council, Cr Michael Pearce, Mayor
Wagga Wagga City Council, Cr Greg Conkey, Mayor

Walcha Council, Cr Eric Noakes, Mayor
Walcha Council, Mr Jack O'Hara, General Manager
Warren Shire Council, Cr Katrina Walker
Warren Shire Council, Mr Glen Wilcox, General Manager
Warrumbungle Shire Council, Cr Denis Todd, Mayor
Warrumbungle Shire Council, Mr Roger Bailey, General Manager
Wentworth Shire Council, Cr Melisa Hendrics, Mayor
Yass Valley Council, Cr Rowena Abbey, Mayor
Yass Valley Council, Ms Sharon Hutch, General Manager
Orana Joint Organisation, Ms Berlinda Barlow, Interim Executive Officer
Cr Linda Scott, President, LGNSW

APOLOGIES:

As submitted

SPECIAL GUESTS:

Hon Shelley Hancock, MP, Minister for Local Government
Gordon Hinds, Managing Director, Better Energy Technology
Hon Brad Hazzard, MP, Minister for Health and Medical Research
Andrew Roberts, CEO, Field Solutions Group
Cr Bruce Miller, Chairman, LGSuper

2. ADOPTION OF MINUTES OF PREVIOUS MEETING:

RESOLVED that the minutes of the General Meeting held on 8 March 2019 be accepted as a true and accurate record (Singleton Council / Oberon Shire Council).

3. Matters Arising from the Minutes

NIL

4. CORRESPONDENCE

Outward

- (a) Cr Linda Scott, President, Local government NSW, regarding Defined Benefits Scheme Contributions
- (b) Cr Ryan Palmer, Mayor, Port Stephens Council, advising that Port Stephens Council was admitted as a member of the Association on 8 March 2019
- (c) Mr Richard Colbran, Chief Executive Officer, NSW Rural doctors Network thanking him for his presentation to the 8 March 2019 meeting
- (d) Cr Melissa Hederics, Mayor, Wentworth Shire Council, advising that Wentworth Shire Council was admitted as a member of the Association on 8 March 2019

Inward

- (a) Cr Linda Scott, President, Local Government NSW. forwarding letters to LGSuper regarding the Defined Benefits Scheme (Copy Attached)
- (b) Institute Public Works Engineering Australia (NSW Division) advising that the Local Roads Congress will be held in Sydney on 3 June 2019

NOTED

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5. Financial Report

RESOLVED That the financial reports for the last quarter were tabled and accepted (Temora Shire Council / Shoalhaven City Council)

6. Royalties for Regions Program

RESOLVED That Country Mayors calls upon the NSW Government to implement a "Royalties for Regions" program based upon a set percentage of royalties being returned to Local Government Areas from where they originate and/or that are directly affected.

That LGA representatives from the identified affected areas be invited to participate in the redesign of the new "Royalties for Regions program"
(Gunnedah Shire Council / Singleton Council)

7. Increased Fire Management Activities

RESOLVED That the Country Mayors Association write to the appropriate Federal and State Ministers requesting that NSW National Parks and Wildlife Service, NSW Forestry Corporation and NSW Local Land Services, as a duty of care undertake an increased level of park and forest fire management activities, including increased hazard reduction burns and increased numbers of dams and water infrastructure points for firefighting purposes into the future (Tenterfield Shire Council / Kyogle Shire Council)

8. RFS Contribution Increase 2019/10

RESOLVED (a) That the Country Mayors Association supports the LGNSW campaign strongly and the State Government be requested to defer any RFS contribution increases for at least 12 months to allow for consultation and any future increases be shown on a separate line on the rate notice and not be included in the rate pegging formula

(b) That the Association write to the Premier requesting that the Department of Premier and Cabinet and the Independent Pricing and Regulatory Tribunal be directed to investigate the current Emergency Services arrangements in NSW including the efficiencies and effectiveness to be gained by such an investigation (Kempsey Shire Council / Yass valley Council)

9. HON SHELLEY HANCOCK, MP, MINISTER FOR LOCAL GOVERNMENT

The Minister started her career in Sydney as a teacher and then settled in Ulladulla where she also taught. She was elected to Shoalhaven City Council in 1987 and served four terms. She ran for State Parliament was elected and became Speaker of Parliament in 2011 and Minister for Local Government in 2019

The increased RFS contributions are mostly going towards the funded Compensation Scheme. The Minister lobbied on behalf of Local Government to have the increase adsorbed by the State Government but sadly that is not the case as it was overturned by Treasury. The Minister is anxious to have improved relations with Joint

Page 5

Organisations and a meeting with the Joint Organisations was held on Thursday 30 May to discuss issues. Seed funding of \$300,000 will soon come to an end. The Office of Local Government is looking at ways Joint Organisations can be self funded and is looking at issues raised at yesterday's meeting. The Office of Local Government has not been disbanded contrary to rumours.

10. Gordon Hinds, Managing Director, Better Energy Technology

The energy market in Australia is undergoing a revolution as we migrate from centralised large-scale coal generation to distributed renewable energy. The role of towns throughout NSW in this revolution is not clear and to date there have not been many benefits that flowed through to them beyond the initial construction.

Basically renewable energy plants are highly automated and don't employ people, certainly not in the local communities other than occasional maintenance. Developers mostly by-pass section 94 contributions as they are classified as 'state significant' developments. The energy they produce goes into the grid and is bought by large scale users or retailers and then sold back to communities through the existing channels. Rural towns are being ripped off and bypassed.

There is another way and that is what Better Energy Technology is trying to do at Lockhart, with the support of the Deputy Prime Minister and Minister for Regional Development, Michael McCormack.

The Lockhart demonstration will supply power to the town of Lockhart, insulate it from blackouts, provide long-term stable energy pricing and have the potential for a dividend if the Council takes an equity position in the project. It is an Australian first and follows a design that has been in Germany for nearly 20 years - an 'export' model where 80% of the power produced is exported into the grid. It has a 10MW solar farm a large battery, the fixed power tariff is to be 28 cents a kilowatt, with long term income to council of possibly \$500,000 PA. The project cost is \$30 Million.

There are barriers to this being rolled out in NSW and the key one is access to the grid via the local substation. Most of the applications to connect to the grid through the substations are already in the hands of developers, mostly foreign owned or backed. None of these applications have community benefit at the heart of their plan, nor localised generation for local consumption. This can change.

The Minister for Energy has the power to direct the grid owners (Essential Energy in most cases) to give priority to projects that have a direct benefit in energy supply to local communities. He can do this in the simple form of a letter. With the political landscape now secure at both the Federal and State Level, now is the time for Country Mayors to step up to ensure their communities are part of this revolution and beneficiaries beyond construction. There is a need to push for long-term energy supply directly to communities such as what is planned at Lockhart.

It is possible, but it will require strong lobbying to ensure the Ministers act in the interests of communities

RESOLVED That the Country Mayors' Association make representations to the NSW Energy Minister and the Federal Energy Ministers seeking their support for the prioritisation of electricity grid connections at substations that are relevant to rural and regional towns, with priority to be given to applications that have an ongoing community benefit beyond construction of new energy developments that connect to those substations (Lockhart Shire Council / Bland Shire Council)

11. Hon Brad Hazzard, MP, Minister for Health and Medical Research

The Minister has tried to get around the regions as much as possible. There is a huge commitment by the State Government for the regions to get a fair go. One third of the State budget \$25billion is allocated to health. 25% of health infrastructure is to go to the regions. As part of the regional commitment the Regional Ambulance Update program has been allocated \$122million and many hospitals are being upgraded. The Government is trying to get medical students to do their training in the regions as this has proven to have higher success in keeping graduates in rural areas. Training facilities are situated in Wagga Wagga, Dubbo and Orange. Tele Health Stroke services are being introduced.

12. Andrew Roberts, CEO, Field Solutions Group

Field Solutions Vision is to be Australia's Leading Rural, Remote and Regional Telecommunications Provider through carrier services, retail services provision and Cloud services. Their brands are Just ISP and Ant Communications. Field Solutions provide township base networks built to the populations and multisite on farm networks. They strive to greatly reduce council spend, to provide connectivity to council premises, a business grade symmetric network with additional Cloud services and true broadband deep into communities that is cost effective with unlimited data. They provide coverage throughout NSW in three corridors, Northern, Central and Southern with local bases, hiring local staff, using local businesses, and providing on going support and maintenance. \$100 million has been pledged by the Nationals. The assistance needed is Regional Digital Connectivity, growing local communities, Community/FSG funded and Council/ FSG funded

RESOLVED That the Association write to the Deputy Premier advising that it supports Rural Regional Internet Connectivity through Field Solutions and requests urgent attention to this matter (Narromine Shire Council / Shoalhaven City Council)

13. Cr Bruce Miller, Chairman, LGSuper

LGSuper originated from State Super 23 years ago. A Trust Deed and Constitution were prepared. The Defined Benefits Scheme was funded prior to the financial crisis at a surplus, and councils took the opportunity to receive a holiday from contributions

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but to put the saved funding aside. The financial crisis resulted in the fund going into deficit. The fund is examined each year to assess its position. Regulated funds need to be fully funded each and every day of the year. LGSuper looked at options to be 100% funded. Investments are currently 80% growth 20% conservative but the objective is 70% growth 30% conservative. The Board has reviewed the two LGNSW resolutions. The current investment strategy is subject to stringent reviews and a further review as suggested is not necessary. In respect of Past Service Contributions after considering advice of actuary and legal opinions LGSuper will look at the level of contributions. LGNSW cannot instruct LGSuper. Irrespective of where Directors come from their responsibility is to the entity and its members. Shares in LGSuper have zero value but shareholders have a right to appoint Directors. Under new legislation the Regulator has power to do whatever. The Board will increase from 8 Directors to 9 Directors one independent to be the Chair with 3 independents, 3 employee and 3 employer representation.

14. Meeting with Local Government Super

NOTED

15. Local Government Superannuation Report by Goulburn/Mulwaree

NOTED

16. Waste Levy Taskforce

RESOLVED1. The NSW Country Mayors recognise that:

- a) The NSW Government still has no clear plan to manage waste in light of the China Sword and other international changes to recycling.
 - b) That land fill sites are processing higher amounts of waste and therefore shortening the lifecycle of these sites.
 - c) That the increase in waste going to landfill also increases the governments revenue and has impacts on the wider environment.
 - d) That NSW are falling behind other States such as Victoria and SA in terms of management of waste
 - e) That Local Government Areas (LGAs) should receive a higher amount of the waste Levy to deal with increase in cost to manage waste.
 - f) That Councils are the best placed government bodies to develop new strategies and industries to better manage waste for their communities.
2. That NSW Country Mayors urge the Minister for Local Government take action by
- a) Establishing a Waste Levy Task Force consisting of EPA, Mayors and LGNSW to begin immediate action to address the waste concerns of LGAs
 - b) Returning the full amount of the waste Levy to LGA's till there is an acceptable outcome agreed to by all parties.
3. That NSW Country Mayor's Association take their own action by:
- a) establish a working group of Country Mayors to:
 - i) identify the total amount of waste levies collected by the NSW Government from regional Councils
 - ii) identify the amount spent by the NSW government on waste reduction strategies in regional areas

iii) identify strategies for regional councils to withhold payment of the waste levy might be implemented if the NSW Government does not agree to form the task force recommended in (2) above

iv) bring a report back to the next meeting of the Country Mayors outlining options available to Country Mayors to get action on the Waste Levy, including consideration of the withholding of payment of the levy.

v) the working group comprise Michael Pearce (Uralla Shire Council), Peter Petty (Tenterfield Shire Council), Amanda Findley (Shoalhaven City Council) Tracey Norman (Dungog Shire Council) and Dominic King (Bellingen Shire Council)

4. That LGNSW be advised of Country Mayors position
(Bellingen shire Council / Shoalhaven City Council)

<https://www.epa.nsw.gov.au/your-environment/waste/waste-levy/scheduled-waste>

<https://www.smh.com.au/environment/sustainability/nsw-waste-crisis-landfill-levy-gains-20190104-p50pp3.html>

<https://www.lgnsw.org.au/news/publication/save-our-recycling>

17. Rural Fire Act 1997 - Grasslands

RESOLVED that Country Mayors ask the RFS Commissioner to have a stay on implementation of the requirements under the Rural Fire Act 1997 to cover grasslands and an invitation be issued to the Commissioner to attend a future meeting (Gwydir Shire Council / Lockhart Shire Council)

There being no further business the meeting closed at 12.40pm.

Cr Katrina Humphries
Chair – Country Mayor's Association of NSW

8.2 FINANCE

8.2.1 INVESTMENT REPORT - MAY 2019

DOCUMENT NUMBER	305381
REPORTING OFFICER	Tim Swan, Manager Finance and Customer Service
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.3 Cootamundra-Gundagai Regional Council is a premier local government Council</p>
FINANCIAL IMPLICATIONS	Council's investment income for May, 2019 was \$50,529, 22% under the budgeted figure of \$65,526.
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 st July, 2018 and is due for review on 31 st July, 2021.
ATTACHMENTS	1. Investment Report - May 2019 ↓

RECOMMENDATION

The Investment Report as at 31st May, 2019, attached to the report be received and noted.

Introduction

Returns on investments are 22% below budget but above the May, 2019 benchmark.

Discussion

Investments for May, 2019 have produced interest of \$50,529.

Interest rates have been falling consistently over the last six months, as is reflected in the Council's investment performance. Returns are also decreasing as funds reserved for major projects are expended. The excellent results achieved in the first half of the year should see the final result very close to the budgeted figure.



REPORT - CASH & INVESTMENTS

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

Institution	Credit Rating	Investment Type	Date Lodged	Maturity Date	Interest Rate	Value
Commonwealth Bank	AA-	Bank Account				\$1,186,456.17
National Australia Bank	AA-	Bank Account				\$23,965.14
Commonwealth Bank	AA-	Business Online Saver				\$3,317,226.27
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
BankWest	AA-	At Call Account	15-11-18	20-12-19	2.00	\$1,000,000.00
BankWest	AA-	At Call Account	28-11-18	02-01-20	2.00	\$1,000,000.00
Bank of Queensland	BBB+	Term Deposit	25-01-19	24-07-19	2.8	\$2,063,810.08
AMP	A	Term Deposit	13-02-19	13-08-19	2.8	\$3,000,000.00
AMP	A	Term Deposit	21-02-19	20-08-19	2.8	\$2,000,000.00
BankV/c	BBB+	Term Deposit	02-04-19	29-10-19	2.7	\$1,500,000.00
AMP	A	Term Deposit	02-04-19	02-10-19	2.75	\$2,000,000.00
O	AA-	Term Deposit	24-05-19	22-10-19	2.5	\$2,541,795.76
Rural Bank Ltd	BBB+	Term Deposit	01-05-19	29-10-19	2.43	\$1,000,000.00
ME Bank	BBB	Term Deposit	23-05-19	21-08-19	2.32	\$3,082,500.00
Total Cash & Investments						\$26,715,753.42

Source of Investments	Interest budget for month	Interest for month	Total Invested
General Fund Operations	\$4,390.70	\$3,385.79	\$1,790,127.42
Water Fund	\$13,703.41	\$10,567.07	\$5,587,000.00
Sewer Fund	\$11,454.26	\$8,832.69	\$4,670,000.00
Domestic Waste Mgmt Fund	\$3,411.75	\$2,630.89	\$1,391,000.00
Other externally restricted	\$5,660.91	\$4,365.28	\$2,308,000.00
Internally restricted funds	\$26,905.55	\$20,747.59	\$10,969,626.00
TOTAL	\$65,526.58	\$50,529.30	\$26,715,753.42

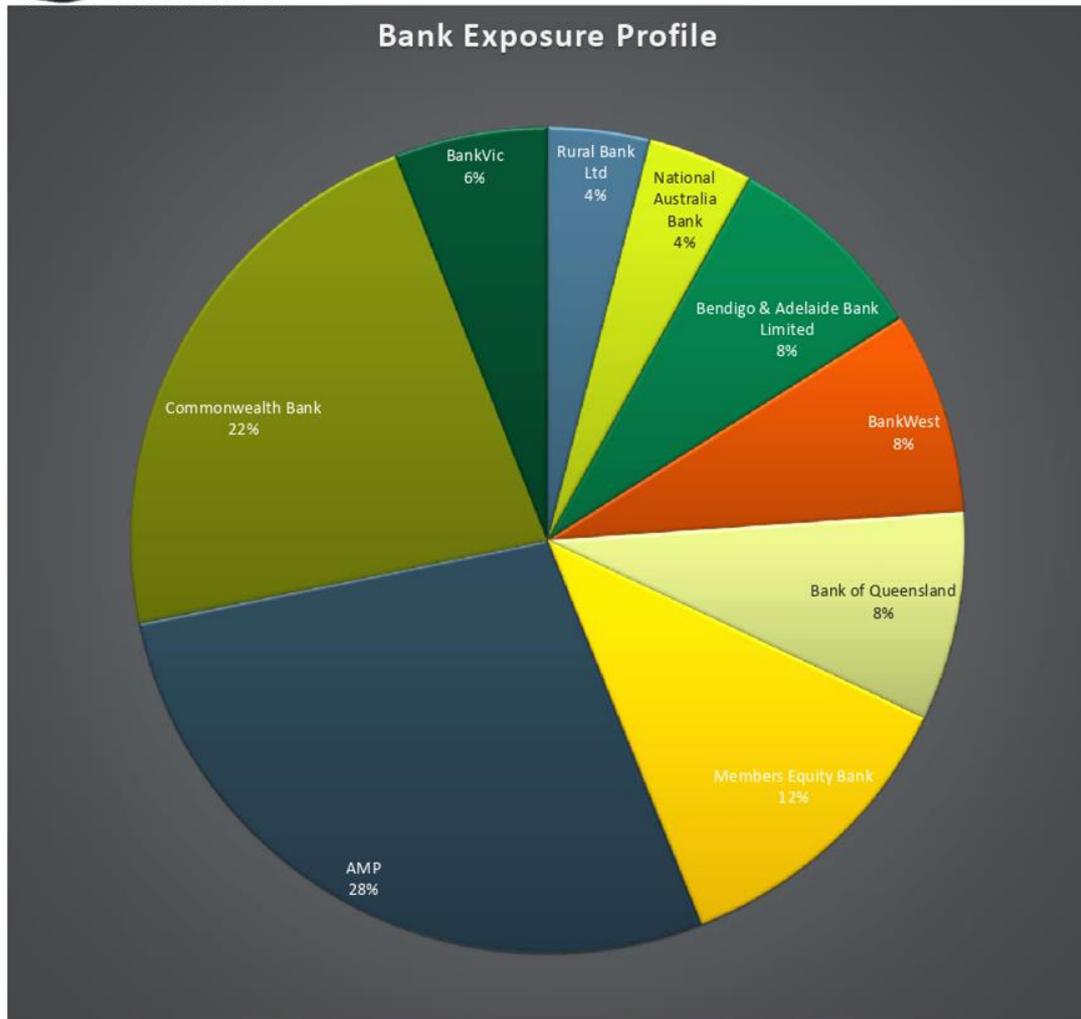
This report is produced in accordance with section 625 of the Local Government Act 1993 and all investments have been made in accordance with Act & the Regulations.

Responsible Accounting Officer

Signature Tim Swan
 Finance Manager

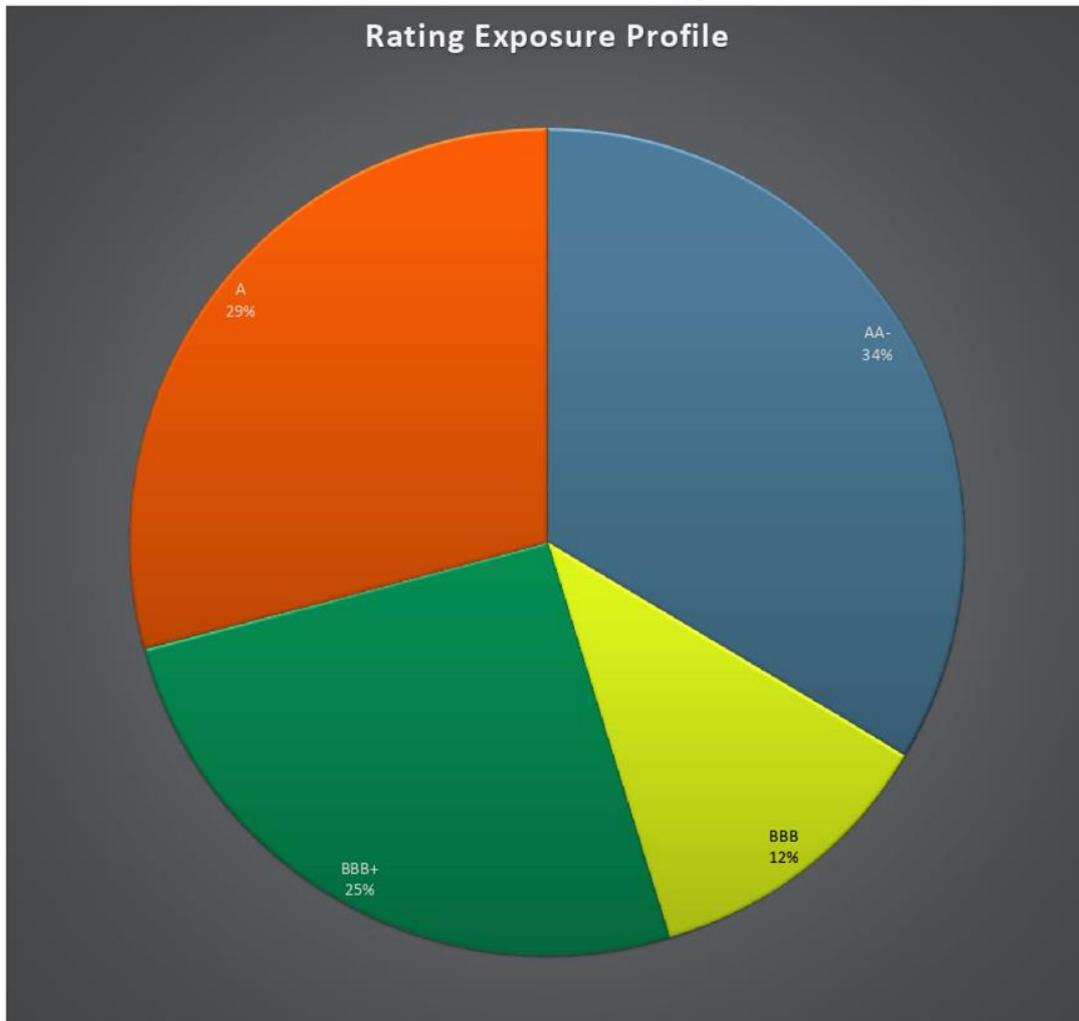


ANALYSIS - CASH & INVESTMENTS



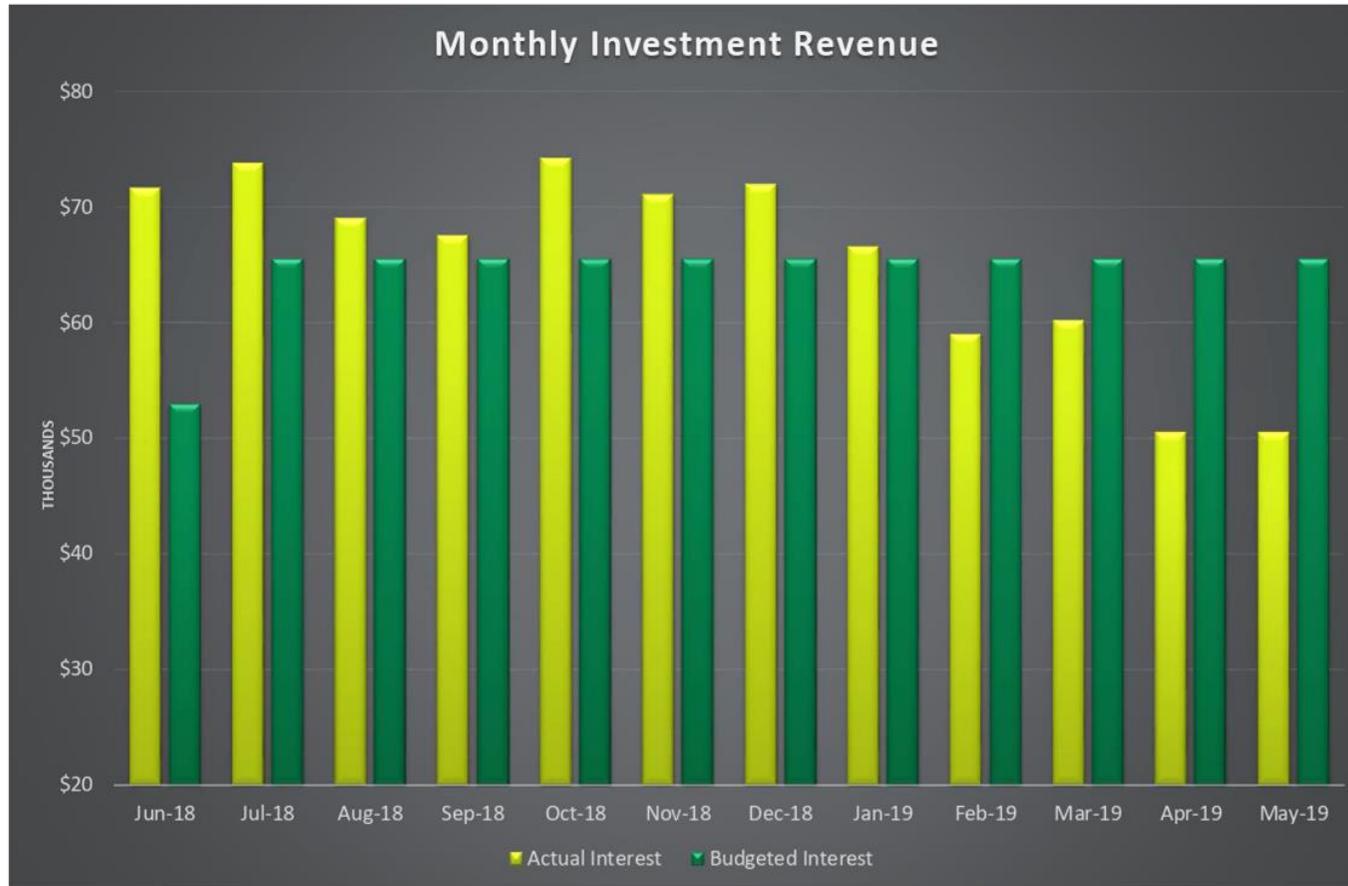


ANALYSIS - CASH & INVESTMENTS



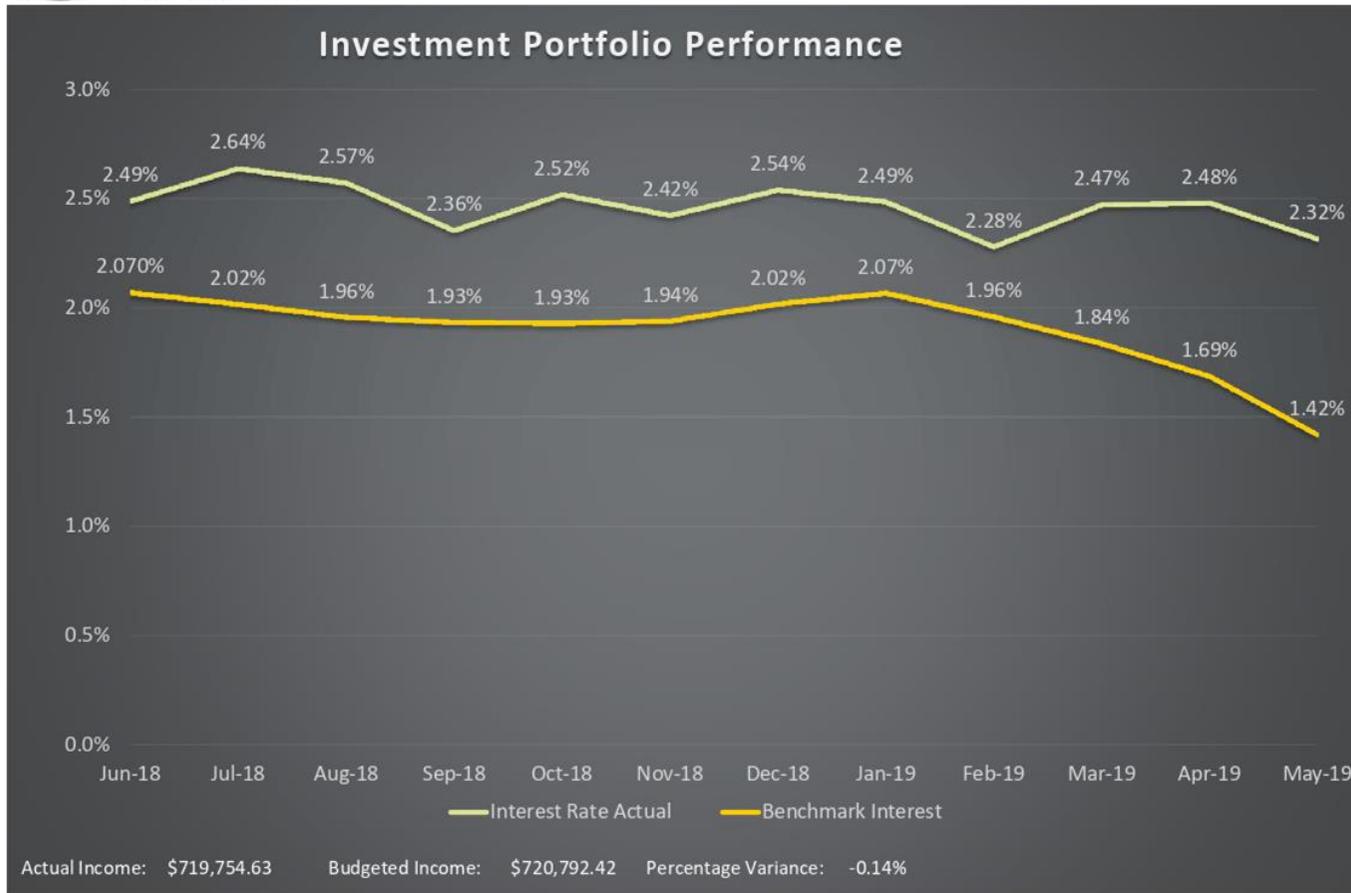


ANALYSIS - CASH & INVESTMENTS





ANALYSIS - CASH & INVESTMENTS



8.2.2 MONTHLY MAJOR PROJECTS PROGRAM REPORT

DOCUMENT NUMBER	305469
REPORTING OFFICER	Paul Woods, Executive Director - PMO
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.3 Cootamundra-Gundagai Regional Council is a premier local government Council
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Grants Program Management June 2019 ↓

RECOMMENDATION

- 1. The progress report on project status be received and noted.**
- 2. The recommended changes to the project budgets as listed be adopted.**

Introduction

Council is currently managing 110 projects with a value of \$53,030,487. This report provides a monthly update to Councillors as to the progress of those projects. The attached schedule provides a brief update on the status of each of the projects

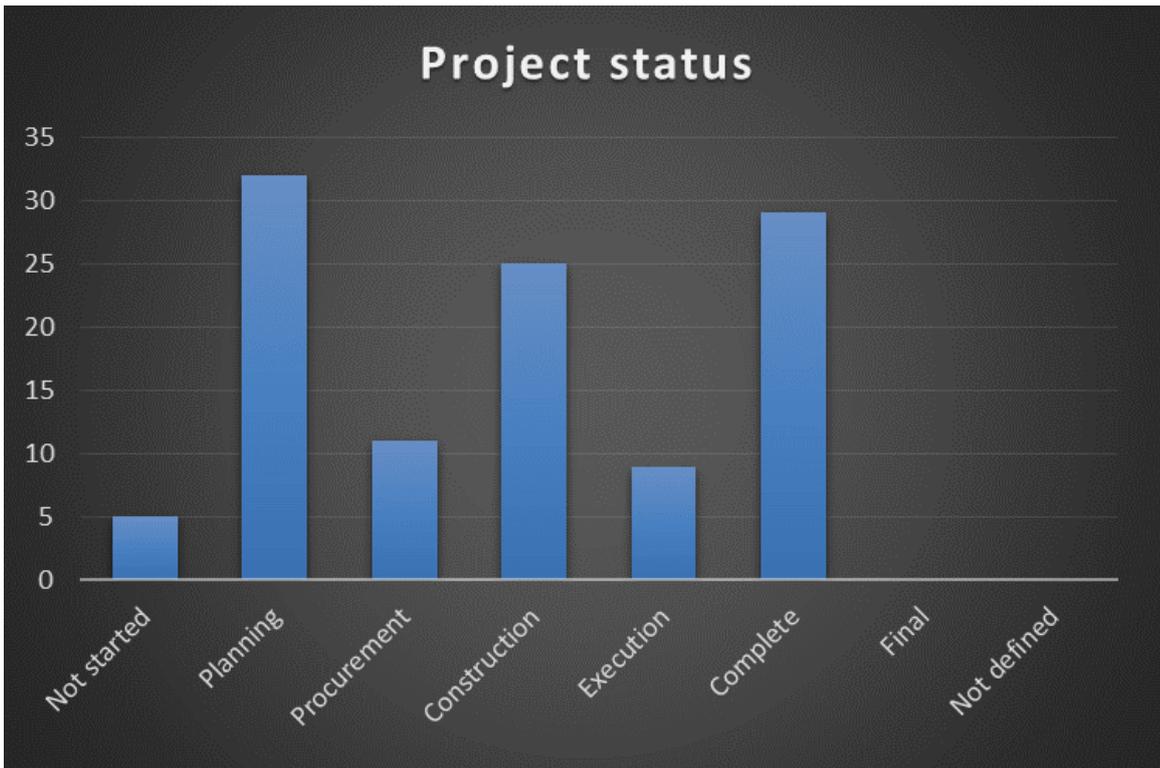
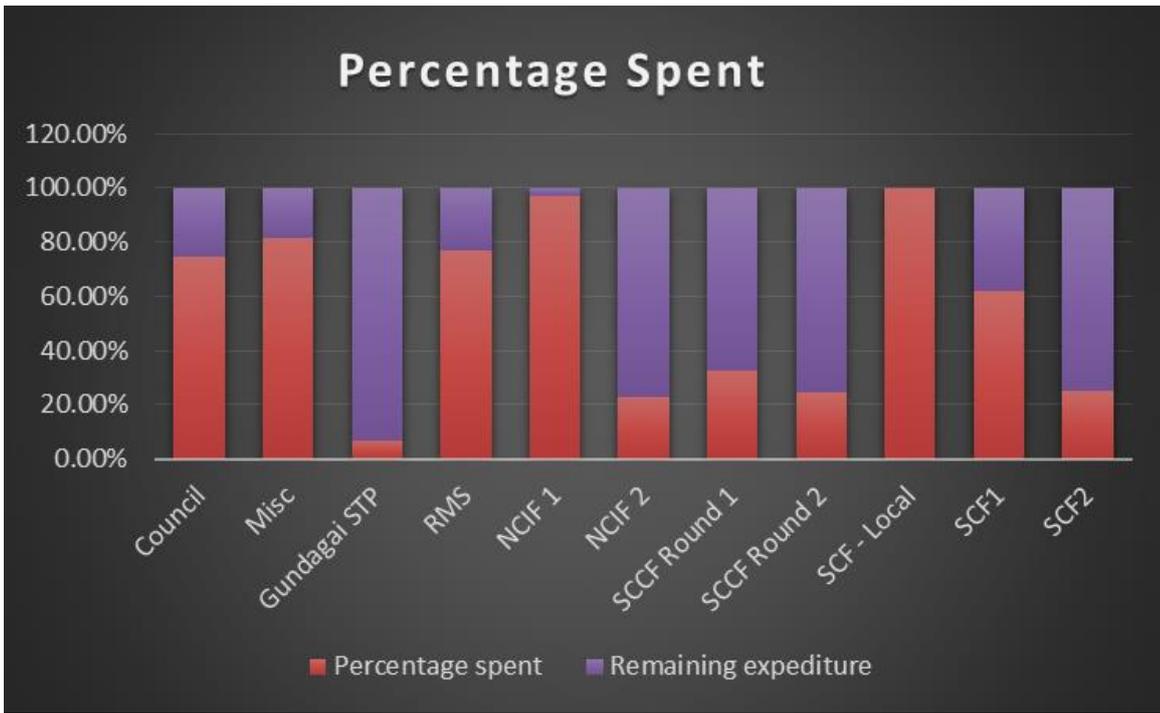
Discussion

Budget variances

Project	Amount	Commentary / Recommendation
Cootamundra Water Mains – replacement	\$793,992	To be funded from the Water Reserves until the budgeted loan proceeds are drawn down. The Water Reserve balance at 30 June 2018 was \$5,872,000

Project expenditure

The figures used for total expenditure include both actual invoices paid and orders raised in the system but not yet paid (committed expenditure). In some instances there can be a lag in time between the goods being ordered and being physically delivered on site. From a budget point of view it is important to include both actual and committed expenditure to assist with management of budgets.





As at 31 May 2019

Project	Funding source	Status	Budget	Total committed expenditure	Percentage spent
Gundagai Library Extension	Council	Complete	195,000	195,000	100.00%
Mirrabooka Retaining Wall & Store Room	Council	Complete	-	-	0.00%
Cootamundra depot refurbishments	Council	Planning	900,000	9,216	1.02%
Turners Lane Industrial Land Development	Council	Planning	790,000	53,315	6.75%
Yass Road Service Centre - SW Fuels	Council	Complete	800,000	801,040	100.13%
Sheridan Street Gundagai Redevelopment - Main Street Upgrade	Council	Construction	5,430,490	5,274,322	97.12%
Sheridan and West Streets intersection treatments	Council	Planning	500,000	80,852	16.17%
Gundagai RSL Carpark resurfacing	Council	Complete	-	-	0.00%
Total Council funded projects			8,615,490	6,413,745	74.44%
Waste facility upgrades - Cootamundra - To be informed by waste strategy outcomes	Council Reserve	Complete	1,000,000	20,390	2.04%
Waste facility upgrade - Gundagai - To be informed by waste strategy outcomes	Council Reserve	Planning	400,000	-	0.00%
Total Council Reserve funded projects			1,400,000	20,390	1.46%
Truckwash Upgrade - Cootamundra Saleyards	Country Truck Washes	Complete	362,935	373,549	102.92%
Morley's Creek Fishing Pier Replacement	Dept of Fisheries	Complete	61,600	61,600	100.00%
Wallendbeen Strategic Heritage Study & King Street Revitalisation	Heritage Near Me	Execution	95,000	44,570	46.92%
Stan Crowe Oval Gundagai canteen and changerooms construction (CAPREN)	NRL Grants	Complete	240,000	238,647	99.44%
Gundagai Sewerage Treatment Works Plant Replacement	NSW State Govt - Sewer	Construction	13,500,000	900,785	6.67%
Old Gaol - completion of repairs and maintenance activities and redesign of drainage (PRMF Grant)	Public Reserves Management Fund	Complete	15,000	12,780	85.20%
Old Primary School and Mens Shed - Renewal of fencing gutters, downpipes, facias and construction of retaining wall	Public Reserves Management Fund	Complete	171,760	151,718	88.33%
Flood damage repairs	RMS	Construction	2,380,365	1,837,217	77.18%
Coolac Recreation Reserve & Public Hall Trust - Solar Panels	SCF - Local	Construction	23,450	23,450	100.00%
Old Gaol masterplan, structural repairs, publicity and Captain Moonlight display (Heritage near me grant)	Heritage Near Me Heritage Activation Grant	Complete	87,605	63,876	72.91%
Total Misc grant funded projects			16,937,715	3,708,191	21.89%
NCIF Round 1	NCIF 1	Complete	5,000,000	4,841,970	96.84%
Total NCIF Round 1			5,000,000	4,841,970	96.84%
Gundagai Depot Training Room Construction	NCIF 2	Complete	300,000	216,664	72.22%
Gundagai Admin Refurbishment	NCIF 2	Planning	100,000	1,200	1.20%
Branding and marketing plan	NCIF 2	Not started	100,000	14,690	14.69%
Better Community Strategy (ABCS)	NCIF 2	Not started	100,000	-	0.00%



As at 31 May 2019

Project	Funding source	Status	Budget	Total committed expenditure	Percentage spent
Tourism and Economic development strategic plan	NCIF 2	Complete	150,000	71,979	47.99%
Recreational Needs Study	NCIF 2	Execution	100,000	21,270	21.27%
Consolidation and upgrade of Authority Corporate Software System	NCIF 2	Execution	414,282	110,733	26.73%
GIS Operational Review	NCIF 2	Planning	50,000	-	0.00%
Fees and charges review	NCIF 2	Execution	30,000	-	0.00%
Internal audit committee implementation	NCIF 2	Execution	20,000	-	0.00%
Business continuity and disaster recovery plans	NCIF 2	Not started	50,000	-	0.00%
Rates structure review	NCIF 2	Execution	50,000	-	0.00%
Signage updates	NCIF 2	Planning	250,000	-	0.00%
Local environmental plan development	NCIF 2	Not started	200,000	2,306	1.15%
Total NCIF 2			1,914,282	438,842	22.92%
Cootamundra AFL - Demolition of old clubrooms & construction of new clubrooms	SCCF Round 1	Construction	372,800	86,692	23.25%
Gundagai Tigers - Construction of new shed & fitout of gymnasium	SCCF Round 1	Procurement	100,000	27,747	27.75%
Cootamundra Racecourse - EXTERNAL repairs to flooring, repainting inside & out, refurbishment of function room, replacement of external cladding & replacement of seating of Grandstand building	SCCF Round 1	Construction	50,000	31,366	62.73%
Gundagai RSL - refurbishment of tennis clubrooms and squash courts - EXTERNAL	SCCF Round 1	Construction	150,000	5,409	3.61%
Coolac to Tumblong Rail Trail Development Plan	SCCF Round 1	Complete	54,600	54,600	100.00%
Nangus - Village Playground & Fitness Infrastructure (CAPREN)	SCCF Round 1	Complete	53,322	53,322	100.00%
Stockinbingal Playground and BMX track	SCCF Round 1	Complete	109,200	110,997	101.65%
Wallendbeen fitness infrastructure, playground and Rage Cage	SCCF Round 1	Complete	216,393	204,397	94.46%
Cootamundra Tennis - refurbishment of tennis court surfaces, new line marking including hot shot courts	SCCF Round 1	Complete	183,029	183,029	100.00%
Gundagai Scouts - EXTERNAL Construction & Installation of Climbing Wall	SCCF Round 1	Complete	100,000	88,875	88.88%
Large Scale Teen Playground at Jubilee Park Cootamundra	SCCF Round 1	Procurement	499,900	26,893	5.38%
Gundagai large scale adventure playground & fitness centre	SCCF Round 1	Procurement	1,000,000	63,448	6.34%
Total SCCF Round 1 projects			2,889,244	936,774	32.42%
Cootamundra Showground Completion of Multipurpose Pavilion SCCF2	SCCF Round 2	Construction	53,290	33,274	62.44%
Anzac Park South Supporters Toilets - Gundagai	SCCF Round 2	Procurement	86,061	13,798	16.03%
Mirrabooka Revivification (SCCF2)	SCCF Round 2	Construction	67,045	37,925	56.57%
Cootamundra Rifle Club Mower, top dressing, building maintenance, storage shed	SCCF Round 2	Construction	63,015	24,541	38.94%



As at 31 May 2019

Project	Funding source	Status	Budget	Total committed expenditure	Percentage spent
Upgrades to Christ Church hall Cootamundra	SCCF Round 2	Construction	70,273	2,013	2.86%
Cootamundra Squash Court Renovation	SCCF Round 2	Planning	97,655	-	0.00%
Gundagai Pony Club Undercover Arena	SCCF Round 2	Construction	199,151	127,579	64.06%
Gundagai Racecourse and Showground Amenities Block	SCCF Round 2	Construction	215,000	115,175	53.57%
Cootamundra Event Promotion Banners	SCCF Round 2	Procurement	53,841	680	1.26%
Gundagai Event Promotion Banners	SCCF Round 2	Procurement	53,841	-	0.00%
Gundagai Friendship Park Playground	SCCF Round 2	Planning	60,000	3,533	5.89%
Muttama Hall Re-stumping	SCCF Round 2	Planning	140,707	-	0.00%
Gundagai Community Garden	SCCF Round 2	Construction	63,552	6,335	9.97%
Stockinbingal Tennis Court resurfacing - 3 courts	SCCF Round 2	Complete	118,093	118,093	100.00%
Community Safety & Beautification of King Street Wallendbeen	SCCF Round 2	Execution	55,964	-	0.00%
Barry Grace Oval Wallendbeen	SCCF Round 2	Construction	98,397	5,852	5.95%
O'Connor Park - Home of the Cootamundra Strikers Soccer Club - Lighting	SCCF Round 2	Planning	98,397	-	0.00%
Cootamundra Arts Centre Tin Shed Theatre Projection	SCCF Round 2	Complete	61,682	61,682	100.00%
Cootamundra Arts Centre Rehearsal Space	SCCF Round 2	Planning	122,294	9,352	7.65%
Cootamundra Turf Club Irrigation system upgrade	SCCF Round 2	Planning	81,970	5,038	6.15%
Cootamundra Aerodrome Drag Pad and Taxiway for Water Refilling	SCCF Round 2	Planning	160,312	1,500	0.94%
Cootamundra Junior Rugby League Rejuvenation of football field	SCCF Round 2	Planning	60,000	-	0.00%
Upgrade to change rooms at ANZAC park Gundagai	SCCF Round 2	Planning	172,987	-	0.00%
Cootamundra Community Garden	SCCF Round 2	Planning	70,242	-	0.00%
Total SCCF Round 2 projects			2,323,769	566,370	24.37%
Gundagai pool tiling and disabled ramp	SCF1	Procurement	300,000	416	0.14%
Gundagai Visitors Information Centre redevelopment - disabled ramp and disabled toilet	SCF1	Planning	300,000	1,639	0.55%
Gundagai Netball Courts Masterplan - construction of lighting, storage & shelter	SCF1	Procurement	200,000	4,958	2.48%
Stephen Ward Rooms Outdoor Area construction	SCF1	Planning	200,000	23,987	11.99%
Rathmells Lane - Bitumin seal from Temora St to end	SCF1	Complete	248,451	237,115	95.44%
Footpath renewal	SCF1	Construction	500,000	418,703	83.74%
Cootamundra pool - water park	SCF1	Planning	400,000	1	0.00%
Fisher Park Cootamundra sports ground lighting installation	SCF1	Planning	250,000	1	0.00%
Pool shade Cloth - Cootamundra	SCF1	Complete	100,000	51,020	51.02%
Extension of Gundagai Water Supply to the Dog on the Tuckerbox site	SCF1	Planning	600,000	38,230	6.37%
Nangus Water Supply Works	SCF1	Planning	647,500	-	0.00%
Stormwater mitigation	SCF1	Execution	1,000,000	131,148	13.11%
Cootamundra saleyards lighting and electrical upgrade	SCF1	Complete	268,882	224,985	83.67%
Adjungbilly Road reconstruction for B'Doubles	SCF1	Construction	2,100,000	2,049,001	97.57%



As at 31 May 2019

Project	Funding source	Status	Budget	Total committed expenditure	Percentage spent
Cootamundra water mains replacement project *should be a separate work order for each segment*	SCF1	Construction	2,000,000	2,793,992	139.70%
Investment into Department of Education	SCF1	Not Started	594,724	-	0.00%
Construct public toilets - Sheridan St Gundagai	SCF1	Planning	150,000	141,908	94.61%
Total SCF1 projects			9,859,557	6,117,104	62.04%
Yarri Park Youth precinct/Lions Park – Basketball courts and new amenities.	SCF2	Procurement	130,000	534	0.41%
Gundagai Preschool – Capital works projects to build additional rooms, providing more spaces.	SCF2	Planning	510,000	355	0.07%
Coolac Hall & Oval – Project includes relining hall, new kitchen, installation of cricket nets, picket fence, irrigation and seating.	SCF2	Construction	200,000	73,653	36.83%
Gundagai Public School P&C – Installation of soft fall for playground.	SCF2	Complete	75,100	75,099	100.00%
Gundagai Tourism Action Group (s355 Committee) – Gundagai Main Street History walk.	SCF2	Execution	50,000	12,154	24.31%
Ellwood Hall (Stockinbingal) – General repairs and installation of heating and cooling.	SCF2	Construction	60,000	57,382	95.64%
Gundagai Junior Rugby League – New PA system.	SCF2	Complete	14,753	14,753	100.00%
Battle of the Bidgee – Installation of permanent storage sheds to support to event.	SCF2	Planning	22,449	7,816	34.82%
Town & Country Inc – Disabled toilet.	SCF2	Construction	30,000	20,051	66.84%
Gundagai South Public School – Sensory garden.	SCF2	Planning	60,000	-	0.00%
Adjungbilly Hall – Upgrade tennis courts into multipurpose facility, install community BBQ.	SCF2	Construction	130,000	106,923	82.25%
Tumblong Hall – Community facilities, multipurpose courts and BBQ area.	SCF2	Planning	137,447	-	0.00%
Mill Centre – Interactive Tourist Attraction.	SCF2	Procurement	200,000	37,255	18.63%
Owen Vincent Oval - Gundagai	SCF2	Planning	150,000	136,058	90.71%
Gundagai RSL – Landscaping Anzac Grove, Gundagai.	SCF2	Construction	25,000	16,958	67.83%
Cootamundra Nursing Home – Installation of solar panels	SCF2	Complete	53,227	52,507	98.65%
Cootamundra Mens Shed – Relocation of Mens Shed to Depot 2 on Hovell Street.	SCF2	Planning	100,000	-	0.00%
Cootamundra Arts Centre – Disabled access ramp.	SCF2	Planning	3,142	-	0.00%
Owen Vincent Oval Gundagai – River water pump	SCF2	Complete	40,000	-	0.00%
Cootamundra Rugby Union Club – New dressing room facilities and club room. (CAPNEW)	SCF2	Construction	430,000	392,773	91.34%
Cootamundra Harness Racing – Upgrades and maintenance to track.	SCF2	Construction	52,000	-	0.00%
Cootamundra Netball Courts – 4 new netball courts to replace non-complying courts.	SCF2	Planning	450,000	-	0.00%
Cootamundra Country Club – Upgrades to precinct including dam, machinery shed, course, upgrade to building façade.	SCF2	Procurement	1,355,000	79,682	5.88%
Total SCF2 projects			4,278,118	1,083,954	25.34%



As at 31 May 2019

Project	Funding source	Status	Budget	Total committed expenditure	Percentage spent
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Status explanation

Not started - project not yet commenced.

Planning - includes meeting with community groups, design preparation, DA lodgement if necessary, community consultation and general planning

Procurement - Obtaining the necessary goods and or services to complete the project. Includes tendering and quotes as necessary

Construction - on ground works underway.

Execution - project underway for non construction projects

Complete - Construction/Execution complete pending final project review

Final - ready for acquittal

	8,579,685
	14,441,371
	319,875
	255,411

8.2.3 MONTHLY FINANCE REPORT FOR MAY, 2019

DOCUMENT NUMBER	305594
REPORTING OFFICER	Tim Swan, Manager Finance and Customer Service
AUTHORISING OFFICER	Phil McMurray, Acting 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	Nil

RECOMMENDATION

The Monthly Finance Report for May, 2019 under separate cover be received and noted.

Introduction

This monthly reporting package provides Councillors with an update on the financial position of Council.

Discussion

There are no major concerns identified, with most variances attributable to timing.

8.3 COMMUNITY AND CULTURE

8.3.1 COOTAMUNDRA DEVELOPMENT CORPORATION MEMORANDUM OF UNDERSTANDING

DOCUMENT NUMBER	305543
REPORTING OFFICER	Miriam Crane, Manager Community and Culture
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>2. A prosperous and resilient economy: we are innovative and 'open for business'</p> <p>2.1 The local economy is strong and diverse</p> <p>2. A prosperous and resilient economy: we are innovative and 'open for business'</p> <p>2.4 Our local workforce is skilled and workplace ready</p>
FINANCIAL IMPLICATIONS	\$31,500 as per budget
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. CDC Draft Memorandum of Understanding ↓

RECOMMENDATION

Council delegate authority to the Acting General Manager to execute the Memorandum of Understanding on behalf of Cootamundra-Gundagai Regional Council.

Introduction

The most recent Memorandum of Understanding (MOU) with the Cootamundra Development Corporation (CDC) expired on 30 June, 2018. At the May, 2019 Ordinary Council meeting it was resolved that a Draft Memorandum of Understanding be prepared and submitted at the June, 2019 Ordinary Council meeting for adoption.

Discussion

The CDC carry out a number of important activities for the Cootamundra business community, including the Annual Business Awards and Christmas Carnival.

It should be noted in resolving to execute this MOU that a number of separate requests for sponsorship of these activities are tabled for Council to consider each year. As a major sponsor of the CDC, all such activities (and acknowledgement thereof) should be carried out within the funding already provided through this MOU.

In addition, with respect to the requirement that the CDC maintain an up to date business and community directory, this work should include updating the (Council managed) Coota Local Website

listings and providing regular updates of the directory back to Council for use on its website and email mailings.

The CDC should consider a printed version of the community directory with paid advertising, should CanAssist no longer wish to continue to produce this publication for the Cootamundra community, as this has been a repeated request from members of the community. The CDC has also been advised to review their website content to be more business-centric.

The CDC has undertaken to provide a range of services to the entire business community (not only members), and revised their fee structure to be more affordable for individuals (\$50), businesses (\$99), and community groups (free).

1. Covering the period 01/07/2019 - 30/06/2020

2. Memorandum of Understanding

4. *Between*

5. *Cootamundra-Gundagai Regional Council and Cootamundra Development Corporation*

- 6.
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1 DOCUMENT PURPOSE

The following memorandum represents an agreement between the Cootamundra Development Corporation Limited (CDC) and Cootamundra-Gundagai Regional Council (Council) on the services expected of the CDC in return for the financial support of the Council.

2 ROLE OF THE COOTAMUNDRA DEVELOPMENT CORPORATION

The Cootamundra Development Corporation (CDC) is a not-for-profit corporation that assists local businesses, organisations, community groups and individuals in the Cootamundra-Gundagai Regional Council area by providing promotion, support, information and resources to all.

The CDC utilises its wide range of business contacts on a referral basis to assist with all confidential business enquiries from clients seeking information about business relocation, starting a new business to current business owners and employees wanting to build their knowledge to assist in the growing their business. Where appropriate the CDC will refer these enquiries to relevant Council staff.

3 SERVICES TO BE PROVIDED BY THE CDC UNDER THIS AGREEMENT

- Monthly training and information workshops and seminars/networking events;
- Monthly email newsletter to all local businesses with business improvement ideas, training opportunities, and advice on coming events how they can get involved with supporting them;
- Recognition of local business in the form of presenting the Cootamundra Annual Business Awards;
- Maintain a Wesbite and Facebook pages with business improvement information;
- Christmas Street Carnival and Shop Local Christmas promotion;
- Organisation and promotion of The Wattle Time Parade and Fair community event;
- Access to NSW Business Chamber Events and Information;
- Maintaining up to date business and community group lists and contacts;
- Provide access to Centrelink Services for our residents through the provision of an office facility in Parker St (open from 9.30am to 2:30pm on Monday to Friday);
- Support of and representation on committees working towards positive outcomes for Cootamundra, including monthly representation at the Tourism Action Committee.

4 COUNCIL'S FINANCIAL INVESTMENT

Council provides an annual financial contribution to the CDC. In the 2019/20 financial year this amount will be \$31,500 plus GST. The CDC shall acknowledge the Council's financial contribution on all correspondence.

5 CDC REPORTING OBLIGATIONS

CDC staff will meet with Council staff on a monthly basis in order for communication on activities to take place. Council's Mayor and General Manager will meet quarterly with the CDC Chair and Board Members to ensure ongoing co-operation between the two organisations, and to receive a report on CDC activities.

6 INVOICING REQUIREMENTS

8.4 DEVELOPMENT, BUILDING AND COMPLIANCE

8.4.1 DEVELOPMENT APPLICATIONS APPROVED MAY 2019

DOCUMENT NUMBER	304628
REPORTING OFFICER	Brooke Douglas, Executive Assistant
AUTHORISING OFFICER	Phil McMurray, Acting 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 May 2019 be noted.

The following development applications were approved by Cootamundra-Gundagai Regional Council in May 2019:

APP. NO.	PROPOSED BUILDING	STREET NAME
DA2019/022	New Farm Building	Gundagai Shire Parish
DA2019/042	Alterations	Thompson Street
DA2019/049	Storage Units	Sutton Street
DA2019/050	Dwelling	Nangus Road
DA2019/052	Alterations to Garage	Reno Road
DA2019/053	New Shed	Reno Road
DA2019/055	New Shed	Adelong Road
DA2019/057	Subdivision	Yeo Yeo Hampstead Road
DA2019/060	New Retaining Wall	Bartley Street
DA2019/061	New Retaining Wall	Bartley Street
DA2019/062	Demo of existing Building & New Amenities Block	Sutton Street
DA2019/065	New Farm Building	Old Cootamundra Road
DA2019/066	New Shed	Wantiool Street

DA2019/068	New Awning	Hay Street
DA2019/072	Demo of existing Carport and erection of New Carport	Poole Street
CDC2019/015	Dwelling Extensions	Bartley Street

VALUE OF WORK REPORTED TO THIS MEETING: \$535,777.00

VALUE OF WORK REPORTED YEAR TO DATE : \$28,919,502.00

THIS TIME LAST YEAR:

VALUE OF WORK –MAY 2018 - \$ 7,167,492.00

VALUE OF WORK – YTD 2018 - \$ 19,848,769.00

8.4.2 LIQUID TRADE WASTE IMPLEMENTATION COOTAMUNDRA TOWNSHIP

DOCUMENT NUMBER	305503
REPORTING OFFICER	Sharon Langman, Manager Development, Building and Compliance
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	3. Sustainable natural and built environments: we connect with the places and spaces around us 3.1 The natural environment is valued and protected
FINANCIAL IMPLICATIONS	The Financial implications associated with this report relate to additional income generated as a result of introducing charges for the inspection of pre treatment trade waste devices and the discharge of liquid trade waste into Council’s Cootamundra sewer system.
LEGISLATIVE IMPLICATIONS	The Legislative implications associated with this report relate the provisions of Section 68 (activities requiring approval) and Section 502 (charge for actual use) of the Local Government Act, 1993.
POLICY IMPLICATIONS	The Policy implications associated with this report are that Council will need to update its current Liquid Trade Waste Policies to ensure that it follows best practice guidelines.
ATTACHMENTS	Nil

RECOMMENDATION

Council implement a two category charge for the discharge of liquids into the Cootamundra Sewer System for all non residential land uses to align with the system currently being charged to non residential land uses that discharge liquids into the Gundagai Sewer System.

Introduction

Council’s sewer systems are designed to transport and treat predominantly domestic sewage which is predictable in strength and quality. The variety of chemicals that may be in waste water from non residential premises liquid trade waste place a greater demand on the sewerage system. If these chemicals and non residential discharges are not controlled, problems can arise that may impact on the environment, public health, worker safety and the sewerage system itself.

Council has, for a number of years, implemented a charge for those that discharge liquid trade waste into the Gundagai sewer system, however the same has not been implemented for dischargers into the Cootamundra sewer system.

Discussion

Council may, under Section 68 of the Local Government Act, 1993, accept liquid trade waste¹ into the system as a service to the business and industry sectors. Section 502 of the Local Government Act, 1993 allows Council to charge for the discharge of liquid trade waste into its system. Furthermore, Section 120(1) of the Protection of the Environment Operations Act, 1997 provides that it is an offence for a discharger to fail to obtain Council's approval to discharge liquid trade waste to the sewerage system, or to fail to comply with any conditions of an approval issued by Council.

Councils are required to ensure that appropriate annual trade waste fees and user charges are applied to liquid trade waste dischargers. Council must issue a trade waste approval for each liquid trade waste discharger connected to its sewer and annually inspect the premises of each discharger.

To be consistent with those that discharge to the Gundagai Sewer System, non residential uses that discharge to the Cootamundra Sewer System will have a trade waste discharge factor (TWDF) added to their sewerage discharge factor (SDF) to determine their total sewerage usage charge. The TWDF has been determined using category of business guidelines set by the NSW Office of Water. These guidelines categorise businesses into four categories based on the activity, typical pre treatment devices, type of liquid waste to be discharged and likely impact upon the sewerage system. The Categories are 1, 2, 2S and 3. Cootamundra Gundagai Regional Council has Category 1 and 2 businesses only.

Category 1 dischargers are charged an annual fee only, whilst Category 2 dischargers also have a TWDF factor imposed. As defined in the 2009 Liquid Trade Waste Regulation Guidelines published by NSW Department of Water and Energy, Category 1 liquid trade waste dischargers are those conducting an activity deemed by Council as requiring nil or only minimal pre-treatment equipment and whose effluent is well defined and of a relatively low risk to the sewerage system. Category 1 also includes dischargers requiring prescribed pre-treatment but with low impact on the sewerage system. Typical Category 1 users are retail food premises that do not generate greasy waste; hairdressers; medical, dentistry and veterinary facilities that do not perform x ray (except digital x ray); and schools.

Category 2 liquid trade waste dischargers are those conducting an activity deemed by Council as requiring a prescribed type of liquid trade waste pre-treatment equipment and whose effluent is well characterised. Typical Category 2 users include bakeries and fast food outlets; boarding houses; butchers; hospital; service stations; heavy vehicle depots; hotels, motels and nightclubs.

The annual trade waste fee for the 2019-20 financial year is \$231.00 and is applicable to both Category 1 and 2 dischargers. The annual trade waste fee is billed quarterly on sewer and water accounts; therefore a minimum charge of \$57.75 per quarter is applicable to all dischargers.

The trade waste usage charge for non-residential properties, Category 2, is calculated by applying the business category TWDF against the liquid trade waste usage charge. The charge for the 2019-20 financial year is \$4.00 per kilolitre. Usage charges will apply to Category 2 liquid trade waste dischargers and charges will be calculated as defined in NSW Department of Water and Energy, Liquid Trade Waste Regulation Guidelines April, 2009 and will be included on the quarterly water and sewer account. It is important to note that liquid trade waste is charged *in addition* to the existing Non-Residential Sewer Access and Usage Charges.

¹ *Liquid trade waste means all liquid waste other than sewage of a domestic nature.*

The existing TWDF currently in place for Category 2 dischargers to the Gundagai Sewer System are as set out in Table 1. The same rates will apply to non residential users discharging to the Cootamundra Sewer System.

Description of Business/Facility	TWDF
Concrete Plant, Park Watering	0.01
Sewer Well	0.01
Pool	0.10
Bowling Green/Clubhouse	0.10
General Business	0.10
RLPB, Chemist, Medical Centre	0.20
Bakery	0.25
Caravan Park	0.25
School, Church	0.25
Restaurant/Hotel/Club	0.30
Motel	0.30
Takeaway Food Shop	0.50
McDonalds	0.62
Service Station	0.70
Dentist	0.80
Hospital	0.85
Butcher, Hairdresser, Supermarket, Carwash	0.90

Table 1: Current TWDF for Category 2 dischargers to Gundagai Sewer System

The calculation for a category 2 discharger would be $AF/4 + (QWU \times TWD \times \$TWD)$.

- Where: AF = Annual Fee (2019-20 = \$231.00)
- QWU = Quarterly Water Use
- TWDF = Trade Waste Discharge Factor (from table 1)
- \$TWD = Charge per KL for Trade Waste Discharge (2019-20 = \$4.00)

As an example, a takeaway food shop, a Category 2 discharger, uses 100kl of water per quarter. Accordingly, a quarterly bill would include \$57.75 (annual fee of \$231.00/4) plus \$200.00 (being a TWDF of 0.50 (as per the above table) applied at the rate of \$4.00 per kl) giving a total quarterly bill of \$257.75. The calculation for this discharger for a quarter is:

$$\$231.00/4 + (100 \times 0.50 \times 4) = \$57.75 + \$200.00 = \$257.75 \text{ in addition to the existing water and sewer access and usage chargers billed quarterly.}$$

Council will need to undertake an extensive education program to make dischargers aware of the new charge, approval and inspection processes. In some instances it may be necessary for pre treatment devices to be installed. Such devices may be required to limit the impact of the discharge on Council’s sewerage system and will vary depending upon the business. Examples of some

common pre treatment devices include grease traps, in floor and sink baskets and oil separators. Fact sheets and media releases together with letters to each non residential premises that discharges to the Cootamundra Sewerage System will form part of the education program.

Staff will develop a Council wide policy that is consistent with the NSW Model Policy for Liquid Trade Waste Regulation which will repeal the existing policies of the former Councils. The policy will set out the approval, monitoring and enforcement processes for liquid trade wastes discharged into Council's sewerage systems. If a discharger fails to comply with Council's approval conditions by creating liquid waste which is not pre treated and is likely to cause damage to the environment or an extra load on Council's Sewage Treatment Plants, Council may commence compliance action or subject the discharger to a non-compliance charge.

8.5 REGULATORY SERVICES

Nil

8.6 ASSETS

Nil

8.7 CIVIL WORKS

8.7.1 CIVIL WORKS REPORT - JUNE 2019

DOCUMENT NUMBER	305395
REPORTING OFFICER	Shelley Liehr, Executive Assistant - Operations
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>3. Sustainable natural and built environments: we connect with the places and spaces around us</p> <p>3.2 Our built environments support and enhance liveability</p>
FINANCIAL IMPLICATIONS	All works undertaken are funded through the appropriate budget allocation.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

The Civil Works Update Report for the month of June, 2019 be received.

Introduction

This report provides a detailed update of the Civil Works Department's works for the month of June, 2019.

Discussion

Maintenance grading has been completed Rawilla and Wave Hill Roads, Bundarbo and Coggins Lanes with crews still on Yammatree and Brawlin Road undertaking both maintenance grading and gravel resheeting. While in these areas work will progress onto Willis, Illawong and Parsons Creek Roads over the coming weeks. Shoulder grading has been completed on West Jindalee Road and is now continuing on to Old Cootamundra Road. A 2kilometre section of Gobarralong Road has now been reconstructed and sealed. This work was funded from the Roads to Recovery program.

Work is continuing on Adjungbilly Road on the southern cutting with crews removing hard rock from the batter face to reach finished surface level. Pavement works are expected to be completed in the coming weeks with approximately 1200m of the 2600m project being sealed to date. Work will continue on stabilisation and sealing of the remaining length when weather and site conditions are favourable.

Construction of a new cul-de-sac at the end of West Street in Stockinbingal has now been completed. This work was undertaken as part of the recent rehabilitation works of Hibernia Street through Stockinbingal as part of the Roads and Maritime Services (RMS) upgrade of the Burley Griffin Way.

Culvert repairs have been completed on Dirnaseer, Old Wallendbeen, and Old Cootamundra Roads which were some of the residual works from the 2016 storm disaster funding. Other flood restoration works have included gravel resheeting along Caulderwood Road.

Replacement of the kerb and gutter in Justin Street is well underway with the kerb now replaced along the southern side of the street. Work on the northern side will be completed prior to the end of June, 2019. Works crews are in the process of constructing a new causeway in Turners Lane, with works finished on the concrete base slab and placement of the box culverts. Footpath works have also commenced on the western side of Otway Street between Hanley and Punch Streets.

Work is progressing on the REPAIR project along Muttama Road near Wambidgee Road. Preliminary works have included new culverts, roadside drainage and ancillary earthworks which are all nearing completion. This project will continue into the 2019/20 financial year when weather conditions are more favourable.

Construction work is continuing on the Gundagai main street toilet block.

The intersection upgrade of Sheridan and West Streets is well underway, with drainage and concrete works progressing well. Temporary delineation is in place to educate motorists and to monitor the effectiveness of the road design prior to the commencement of the principal construction works.

Routine roads maintenance is being undertaken as required around the regional area. These works include pothole patching, weed spraying and roadside slashing.

No works program has been attached to this report as a new schedule of works is being prepared to include works to be undertaken in the 2019/20 financial year.

8.8 TECHNICAL SERVICES

Nil

8.9 FACILITIES

8.9.1 PROPOSED COOTAMUNDRA NETBALL COURT UPGRADE

DOCUMENT NUMBER	305144
REPORTING OFFICER	Bill Moore, Consultant Engineer
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>1. A vibrant and supportive community: all members of our community are valued</p> <p>1.2 Public spaces provide for a diversity of activity and strengthen our social connections</p>
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Netball Court Site Plan ↓ 2. Cootamundra Junior Rugby League Football Club Proposed Netball Court Upgrade Submission ↓ 3. Cootamundra Basketball Proposed Netball Court Upgrade Submission ↓

RECOMMENDATION

Council adopt the proposed layout on the Netball Court Site Plan, attached subject to the following amendments:

- 1. The court layout be located 1.5m closer to the car park,**
- 2. The court layout be located 1.0m closer to Adam Street,**
- 3. Dual court line marking be used to accommodate both the netball and basketball associations, and,**
- 4. “Universal” goal posts be installed to accommodate both the netball and basketball associations.**

Introduction

At its March, 2019 meeting Council considered a report on the construction of two new netball courts using funds from the Strengthening Country Community Fund, Round 2. Council resolved to place the Netball Courts proposal on public exhibition for a period of 28 days, which closed on 5th June, 2019. Two (2) written responses were received and are attached for the information of Council. A copy of the proposed layout is also attached.

Discussion

Suggestions in the received submissions include the following:

Cootamundra Junior Rugby League Club.

The Club raised a number of concerns regarding the netball court upgrade proposal and the following comments are offered in response to those concerns:

- Proximity to Junior League Fields (paragraph 3)

Currently the closest asphalt edge of the existing courts is approximately 4.5m from the league field dead ball line (DBL) while an existing light post is only about 2.4m from the DBL. It is noted that, at the other end of the league field, there are substantial trees located approximately 4.3m from that DBL.

As a compromise the new court design could be moved approximately 1.5m toward the car park and the new light poles placed at the minimum distance from the court boundary, as stated under the Australian Standard (ie 3.7m). This would result in the edge of the court's run off area being approximately 4.8m from the DBL and the closest light poles approximately 4.0m. Though not ideal, this would be an improvement on the existing arrangement.

- Encroachment on the existing Junior Rugby League Canteen structure (paragraph 6)

The edge of the existing asphalt court is currently approximately 3.1m away from the canteen building while the edge of the proposed new court will be approximately 1.9m.

While this is not seen to be an issue the proposed new courts could be relocated 1.0m towards Adam Street.

- Tree removal (paragraph 6)

There is no proposal to remove any trees. If the courts were to be moved 1.0m closer to Adam Street, there will still be approximately 2m clearance beyond the run off area to any tree. Some minor lower tree limb maintenance should be undertaken to remove any chance of injury to court users.

- Impact on car parking (paragraph 7)

The proposed court upgrade requires no modification to existing parking arrangements.

- Relocating to the tennis courts (paragraph 8)

The setting of the netball courts onto the new tennis courts would be an unacceptable arrangement.

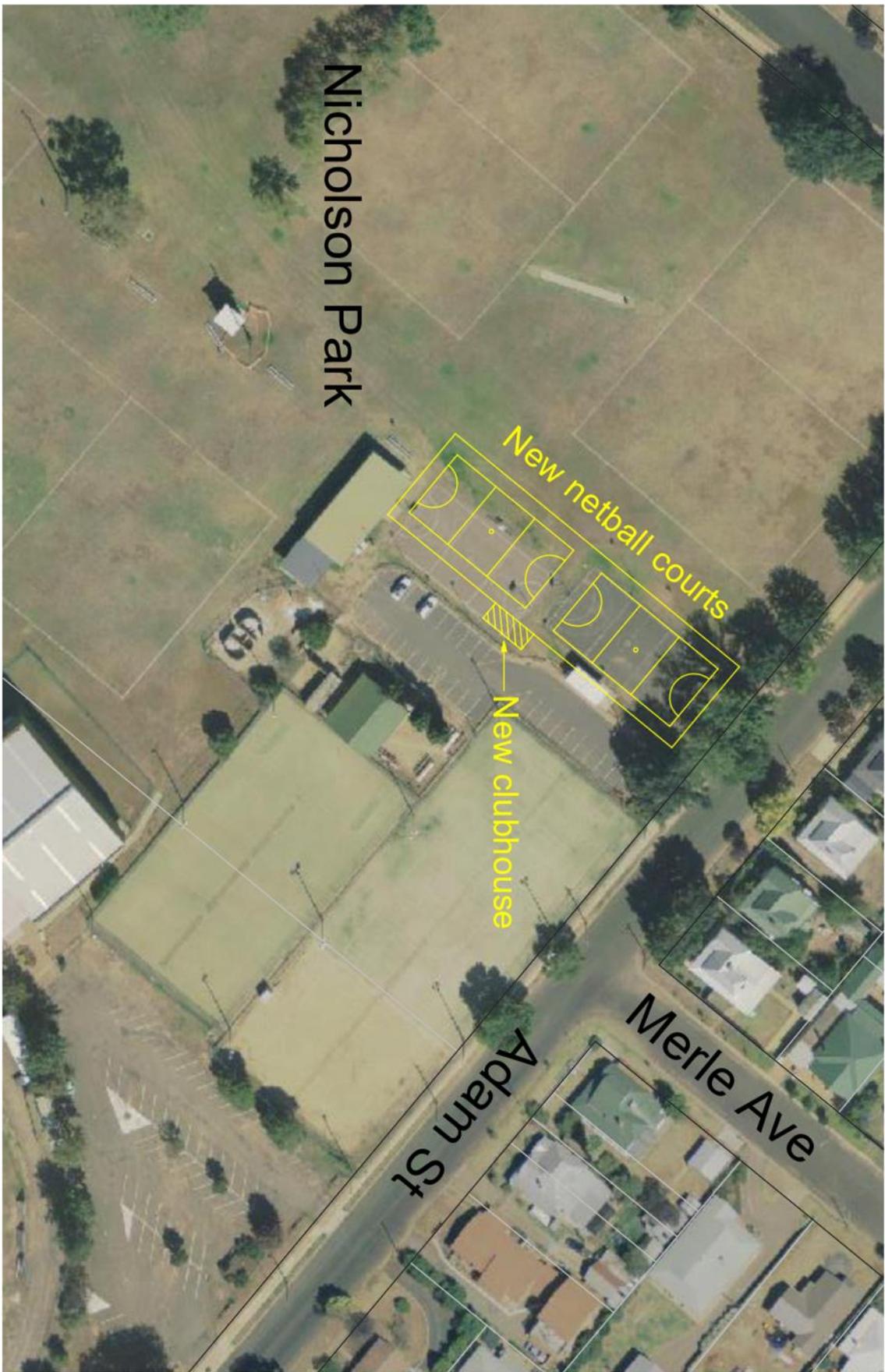
Cootamundra Basketball Association

The Association has requested the courts be line marked to accommodate basketball and proposed the new goal posts be of the "universal" type which are suitable for both sports.

The additional line marking and proposed goal posts can be accommodated within the existing netball court upgrade budget.

Proposed new netball courts location

Scale:
1:1000





Cootamundra Gundagai Regional Council
Document Received
3 1 MAY 2019

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Document Received
3 0 MAY 2019

File No.
Initials

File No.
Initials

Cootamundra Junior Rugby League Club
PO Box 642
COOTAMUNDRA NSW 2590

30 May 2019

Cootamundra-Gundagai Regional Council
Wallendoon Street
Cootamundra NSW 2590

To Whom It May Concern:

RE: Proposed Upgrade to Netball Facilities

On behalf of the Cootamundra Junior Rugby League Club, I am writing in relation to the proposed upgrade to the town's Netball Facilities.

We have identified a number of potential issues in relation to the proposal and respective plan that has been released.

Our main concern is the size of the courts and the proximity in relation to the current Junior League Fields. Our current Mod Field that runs along the Adams Street side of Nicholson Park is already an 'undersized' field. With the location and size of the proposed new Netball Courts, the concrete is set to fall inside 5 metres from the dead ball line for this field.

The NRL preferred facility guidelines documents states that there must be adequate run off area (where possible 5 metres) between the field of play and any adjacent objects including fencing, concrete, posts etc.

We sincerely request that any new courts look to fit within the guidelines of the existing football fields that are used on a regular basis.

There is also concern that top end of one of the netball courts will encroach on the existing Junior League Canteen structure which could potentially cause a risk to players and spectators alike – particularly with regard to moving between the carpark, canteen, courts and fields (particularly if in future there are likely to be multiple sporting events held on the one day).

We also note that the proposed courts look to remove a number of trees from the Adam St side of Nicholson park. The trees currently act as somewhat of a barrier to the residents living adjacent to the park and potentially reduce the noise from weekend sports.

We believe there was initial consideration to move the courts in another direction, whereby it would remove part/all of the existing car park between the Tennis and Basketball courts.

STRENGTH COURAGE UNITY



Consideration of removing this car park will further add to existing parking issues on Crown and Adam Streets during weekend sporting events. Furthermore it will restrict access for delivery trucks to the existing Canteen and storage rooms that are utilised by Coota Junior Rugby League, the Coota Rugby Union Club and Junior Touch Football clubs.

An alternative to the existing proposal would be to consider making an adaptation to the upgraded tennis courts by adding the relative lines and sleeves for netball posts and then adjusting the existing tennis court nets into removable ones. This would allow for an additional number of netball courts to be constructed and potentially offer the opportunity for the Netball club to expand their current member-base and look to re-establishing a town competition.

We sincerely request that you consider the concerns above that have been raised and that a mutually agreeable outcome can be achieved to ensure that both the Coota Netball and Junior League Clubs can flourish.

Kind Regards



LUKE DABIN
President - CJRLC

STRENGTH COURAGE UNITY





Cootamundra-Gundagai Regional Council
PO Box 420
COOTAMUNDRA NSW 2590
Email: mail@cgrc.nsw.gov.au

COOTAMUNDRA NETBALL COURT UPGRADE – NICHOLSON PARK

To Whom it may concern,

On behalf of the Cootamundra Basketball Association we would like to congratulate the Cootamundra Netball Association on its grant approval for an upgrade to the two outdoor courts at Nicholson Park, it is great for our town to be allocated funding to improve our communities sporting facilities. We have had a look at the Nicholson Park court upgrade proposal online and would like to submit a small change to the plan to be considered by the Cootamundra-Gundagai Regional Council.

Currently the two existing Nicholson Park courts have the ability to be used as netball and basketball courts. Whilst presently there are no organised basketball competitions run on these courts they are used by many members of the community during the week and on weekends for recreational basketball.

The Nicholson Park courts are the only free basketball courts available to the community in Cootamundra and we would like the council to consider keeping them as a dual purpose netball and basketball court facility. This would only require the proposed upgrade to be altered to include some extra lines on the courts and the provision of universal posts that can accommodate both basketball and netball. If these courts could be kept as dual purpose it would be a great benefit to the community, without them there will be no outdoor basketball courts available to use (we believe that the courts on school grounds are not permitted to be used by the general public).

On an added note as a local sporting association we would like to put forward that the Cootamundra Sports Stadium could greatly benefit from any spare funding from the netball grant to maintain and upgrade the existing infrastructure, in particular fixing the roof that has leaked for many years. This could benefit many different sporting groups who could utilise the enhanced facility.

We would like to thank the Cootamundra-Gundagai Regional Council for its consideration of our amendment to the Nicholson Park Netball Court Upgrade to retain the current dual netball and basketball facility, we look forward to your response.

Yours sincerely,

Cootamundra Basketball Association
PO BOX 199
Cootamundra NSW 2590
cootamundrabasketball@gmail.com

8.10 WASTE, PARKS AND RECREATION

8.10.1 WASTE PARKS & RECREATION ACTIVITY REPORT FOR JUNE 2019

DOCUMENT NUMBER	304172
REPORTING OFFICER	Wayne Bennett, Manager Waste, Parks and Recreation Services
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>2. A prosperous and resilient economy: we are innovative and 'open for business'</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. All works are being carried out within the existing relevant maintenance budgets.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

That the Waste, Parks & Recreation Activity Report for June 2019 be received and noted.

Introduction

This information report is presented to council detailing the monthly activities of the Waste, Parks & Recreation Services Section over the past 4 weeks. The report covers only major activities undertaken by staff as identified in the outcomes from councils Operation Plan. For this report, the activities are broken into six activity units;

1. CBD Garden, landscape & Infrastructure Refurbishments
2. CBD Bridge/s
3. Street/Public Open Space Trees.
4. Village Parks & Open Spaces
5. Waste Operations
6. Sections Management Activities

Discussion

1) ACTIVITY - CBD GARDEN & INFRASTRUCTURE/ASSET REFURBISHMENTS

Project Status Summary:

Narrative Summary of Status
As per the report submitted to council in May and adopted recommendations, staff have commenced Phase (1) the refurbishments of the gardens & associated Infrastructure located on the corner of Wallendoon & Parker Streets, Wallendoon Street adjacent to the Post Office block, and the Council Office Block. Works include but not limited to, the removal of all dead and unwanted shrubs & trees, replenishing and fertilizing & mulching the gardens, fixing all damaged and broken street furniture / infrastructure e.g. irrigation, lights, signs, bollards, and replanting new shrubs and trees that will best complement the CBD Streetscape.
Phase (1) will be fully completed prior to moving up the main CBD area which will be known as Phase (2).

Time, Cost & Quality	Task/Activity – Completed or Progressing - on Time, Cost and Quality
(Life of Project)	
Time, Cost & Quality	Task/Activity – Progressing - requires monitoring and or action to minimise risk of not meeting performance targets
Time, Cost & Quality	Task/Activity – Stalled/Stopped - High Risk or will not meet Performance Target.
Time, Cost & Quality	Task/Activity- Pending - is currently on hold or pending approval

Executive Milestone Overview:

ID	Executive Milestones (minimum three)	Status	Baseline Completion Date	Expected Completion Date	Degree (%) of Confidence	Change? (Yes, No, New)
E1	Risk & Environmental Assessment	Completed	May 2019	May 2019	100%	No
E2	Service Location	Completed	May 2019	June 2019	100%	No
E3	History Check	In Progress	May 2019	June 2019	50%	No
E4	Communication & Media Implementation Plan	In Progress	May - June	May - July	100%	No
E5	Traffic Control Plan	Completed	May 2019	May 2019	100%	No
E6	Garden Preparation	In Progress	May 2019	June 2019	50%	No
E7	Colour / Plant / Tree Selection	Completed	May 2019	May 2019	100%	No
E8	Planting	Pending	June 2019	July 2019	0%	No
E9	Street Furniture/ Infrastructure Preparation	In Progress	May 2019	July 2019	30%	No
E10	Painting	In Progress	June 2019	July 2019	30%	No
E11	Light / Furniture Refurbishments	Pending	June 2019	July 2019	20%	No
E12	Project Review	Pending	July 2019	August 2019	0%	No

Project Milestone Status Review:

Project Activity ID	Project Milestones	Status
E1	Risk & Environmental Assessment	A risk and environmental assessment was undertaken to ensure that all activities to be undertaken where in accordance with all related adopted policies, regulations and procedures.
E2	Service Location	A full investigation into checking to see if there are any underground or above ground services that may impact on proposed works.
E3	History Check	A check of all existing furniture/infrastructure to ensure that if there is a need to consult with person/s, community groups etc. who may have had some association with the placement of associated infrastructure.
E4	Communication & Media Implementation Plan	A communication review was undertaken to ensure that all associated stakeholders and community where and are continually informed of the projects activities and outcomes and identified impacts.
E5	Traffic Control Plan	Traffic control plan has been developed to ensure that any impact to traffic flow was minimal and staff safety enforced.
E6	Garden Preparation	The best quality growing media have been used and supplied by a local supplier.
E7	Colour / Plant / Tree Selection	A detailed review of appropriate plants and trees that will best suit the growing environment, enhance the visual amenity of the buildings and streetscape, while through good selection and garden preparation having a low maintenance requirement.
E8	Planting	Plant is been carried out and monitored in accordance with correct horticultural procedures. All healthy plants that are considered inappropriate will be removed will and relocated to a more suitable location.
E9	Street Furniture/ Infrastructure Preparation	All existing infrastructure will be refurbished and made operative by the replacement of all damaged and inappropriate materials and refurbishment and painting that enhances the usability and quality of the asset. All inappropriate assets will be removed and will be stored or relocated accordingly.
E10	Painting	Colours are in accordance with what council adopted in May.
E11	Light / Furniture Refurbishments / Signs	All lights will be refurbished and made operative.
E12	Project Review	Once the project has been completed a full activity review will be undertaken to determine that the project outcomes have been effective and efficient and met designed outcomes.

Planned Accomplishments Summary:

Planned accomplishments for the coming four weeks:
<ul style="list-style-type: none"> • Purchase and completion of the garden refurbishments and planting out (phase (1) • Continuation of refurbishment of all street furniture and associated infrastructure. • Continue with any communication activities as and when required • Full project review (phase (1)

Project Issues Summary:

ID	Issue Description	Priority	Impact Summary (Milestone, Schedule Scope, Resources, Space...)	Action Steps
E1	Risk & Environmental Assessment	N/A	N/A	N/A
E2	Service Location	N/A	N/A	N/A
E3	History Check	N/A	N/A	N/A
E4	Communication & Media Implementation Plan	High	Poor media and public relations	Letter sent to Ms. Roslyn White updating her on councils actions
E5	Traffic Control Plan	N/A	N/A	N/A
E6	Garden Preparation	N/A	N/A	N/A
E7	Colour / Plant / Tree Selection	N/A	N/A	N/A
E8	Project Review	N/A	N/A	N/A
E9	Planting	N/A	N/A	N/A
E10	Street Furniture/ Infrastructure Preparation	N/A	N/A	N/A
E11	Painting	Low	Delay completion of works	Wet days allowed as a contingency within the Timeline.
E12	Light / Furniture Refurbishments / Signs	N/A	N/A	N/A

Project Risk Summary:

ID	Priority	Probability of Occurrence	Risk Description	Impact Summary (Milestone, Schedule Scope, Resources, Space...)	Response Strategy
E1	High	Low	Damage to underground services	Disruption to services	Service survey and location.
E2	N/A	N/A	N/A	N/A	N/A
E3	Medium	Low	Removal of an asset that has historic significance.	May delay works due to negotiation	Good communication and research
E4	High	Low	Community/users unaware of what's going on.	Upset users/community, negative impact of council reputation.	Communication/media strategy & implementation plan developed. Letter sent to Ms. Roslyn White updating her on councils actions
E5	Medium	Low	Traffic impact of workers	No impact at this stage	Traffic Control Plan and Traffic Lights
E6	Medium	Low	Poor plant growth performance.	Loss of plants increased maintenance costs, unprofessional reputation, and high replacement costs.	Use high quality growing material
E7	High	Low	Poor presentation,	Plants detract from the quality amenity	Professional plant selection.

			poor plant quality, poor professional reputation		
E8	N/A	N/A	N/A	N/A	N/A
E9	High	High	Vandalism / Theft	Major impact on cost and timeline	Monitoring
E10	Medium	Fair	Inclement Weather	Delays in timeline	Removal of assets to appropriate work space.
E11	Medium	Fair	Inclement Weather	Delays in timeline	Removal of assets to appropriate work space.
E12	Medium	Fair	Inclement Weather	Delays in timeline	Removal of assets to appropriate work space.

Budget: Within the annual Street maintenance allocation.

Executive Assistance Requests:

ID	Description including reference to milestone impacted	Action Requested
N/A		



Proposed Plant Selection for the Refurbished Gardens (Crn. Parker & Wallendoon Sts)



Erigeron karvinskianus



Rosemary Tuscan Blue (*Rosmarinus officinalis*)



Teucrium fruticans



Salvia Hot Lips (*Salvia microphylla*)



Loropetalum 'China Pink' (*Loropetalum chinense*)

2) **ACTIVITY - STRATTON BRIDGE REFURBISHMENTS**

Project Status Summary:

Narrative Summary of Status	
<p>The colour scheme for the bridge was approved by council. Works are progressing well and has been well received by both staff and the community. The project is currently on Time, to Quality and Cost. The lights will be serviced with staff currently obtaining design and costs to replace the existing bridge lights with energy efficient heritage lights to better fit with the existing heritage lighting currently located throughout the CBD area.</p> <p>Works have received positive feedback from members of the community having minimal negative impact on road users Inclement weather has caused a delay in painting put the project 5 days behind scheduled.</p>	

Time, Cost & Quality	Task/Activity – Completed or Progressing - on Time, Cost and Quality
(Life of Project)	
Time, Cost & Quality	Task/Activity – Progressing - requires monitoring and or action to minimise risk of not meeting performance targets

Time, Cost & Quality	Task/Activity – Stalled/Stopped - High Risk or will not meet Performanace Target.
Time, Cost & Quality	Task/Activity- Pending - is currently on hold or pending approval

Executive Milestone Overview:

ID	Executive Milestones (minimum three)	Status	Baseline Completion Date	Expected Completion Date	Degree (%) of Confidence	Change? (Yes, No, New)
E1	Risk & Environmental Assessment	Completed	May 2019	May 2019	100%	No
E2	Communication & Media Implementation Plan	In Progress	May - June	May - June	100%	No
E3	Traffic Control Plan	Completed	May 2019	May 2019	100%	No
E4	Colour Selection	Completed	May 2019	May 2019	100%	No
E5	Bridge Preparation	Completed	May 2019	May 2019	100%	No
E6	Painting	In Progress	May - June	May - June	100%	No
E7	Light Refurbishments	Pending	June 2019	June 2019	100%	No
E8	Project Review	Pending	June 2019	June 2019	100%	No

Project Milestone Status Review:

Project Activity ID	Project Milestones	Status
E1	Risk & Environmental Assessment	A risk and environmental assessment was undertaken to ensure that all activities to be undertaken where in accordance with all related adopted Local & State Government policies, regulations and procedures.
E2	Communication & Media Implementation Plan	A communication review was undertaken to ensure that all associated stakeholders and community where and are continually informed of the projects activities and outcomes and identified impacts.
E3	Traffic Control Plan	Traffic control plan has been developed to ensure that any impact to traffic flow was minimal and staff safety enforced.
E4	Colour Selection	As presented and adopted by council
E5	Bridge Preparation	Bridge preparation for painting included high pressure cleaning sanding, gap filling and sealing has been undertaken.
E6	Painting	The best quality paints have been used and supplied by a local supplier.
E7	Light Refurbishments	Existing li9ghts will be checked for safety and fit for purpose. A review of the existing light style is been undertaken to see if a better design more fitting in with the heritage design currently used within the CBD area can be installed.
E8	Project Review	Once the project has been completed a full activity review will be undertaken to determine that the project outcomes have been effective and efficient and met designed outcomes.

Planned Accomplishments Summary:

Planned accomplishments for the coming four weeks:

- Complete the painting of the bridge
- Continue with any communication activities as and when required
- Full project review.

Project Issues Summary:

ID	Issue Description	Priority	Impact Summary (Milestone, Schedule Scope, Resources, Space...)	Action Steps
E1	Risk & Environmental Assessment	N/A	N/A	N/A
E2	Communication & Media Implementation Plan	N/A	N/A	N/A
E3	Traffic Control Plan	N/A	N/A	N/A
E4	Colour Selection	N/A	N/A	N/A
E5	Bridge Preparation	N/A	N/A	N/A
E6	Painting	Low	Delay in meeting Timeline	Allow for a contingency within the timeline
E7	Light Refurbishments	N/A	N/A	N/A
E8	Project Review	N/A	N/A	N/A

Project Risk Summary:

ID	Priority	Probability of Occurrence	Risk Description	Impact Summary (Milestone, Schedule Scope, Resources, Space...)	Response Strategy
E1	High	Low	Contamination of Air and Muttama Creek	Heavy fines for non-compliance	Environmental Assessment undertaken and strategies put in place.
E2	High	Low	Disruption to traffic flow and vehicle accidents	Upset users council poor professional reputation	Development and implementation of Traffic Control Plans
E3	Medium	Low	Traffic impact of workers	No impact at this stage	Traffic Control Plan and Traffic Lights
E4	N/A	N/A	N/A	N/A	N/A
E5	High	Low	Poor paint and finish quality and short quality period.	Paint / quality poorly presented and high maintenance costs short life span.	Professional techniques and high quality paints.
E6	Low	High	Delay in timeline	poor paint quality result	Place enough resources to complete when conditions are favorable.
E7	N/A	N/A	N/A	N/A	N/A
E8	N/A	N/A	N/A	N/A	N/A

Budget: Within the annual Bridge Maintenance Budget.

Executive Assistance Requests:

ID	Description including reference to milestone impacted	Action Requested
N/A		

**Project Notes/Photo/s:
New Bridge Colours**



3) ACTIVITY – STREET TREE OPERATIONS

Project Status Summary:

Narrative Summary of Status

Tree Operations for May & June will focus on a preplanned proactive approach to pruning trees that currently impact on other council’s mode of operations including but not limited to: Street Sweeping & Waste Collection. The team has and will undertake an impact & risk assessment on all trees indemnified as creating operational problems while undertaking a customer service survey. All identified trees requiring corrective works will be managed as to deliver minimal customer interruption and be implementing in the most effective and efficient manner.

Time, Cost & Quality	Task/Activity – Completed or Progressing - on Time, Cost and Quality
(Life of Project)	
Time, Cost & Quality	Task/Activity – Progressing - requires monitoring and or action to minimise risk of not meeting performance targets
Time, Cost & Quality	Task/Activity – Stalled/Stopped - High Risk or will not meet Performance Target.
Time, Cost & Quality	Task/Activity- Pending - is currently on hold or pending approval

Executive Milestone Overview:

ID	Executive Milestones (minimum three)	Status	Baseline Completion Date	Expected Completion Date	Degree (%) of Confidence	Change? (Yes, No, New)
E1	Risk & Environmental Assessment	Completed	May 2019	May 2019	100%	No
E2	Communication & Media Implementation Plan	In Progress	May - June	May - June	100%	No
E3	Traffic Control Plan	Completed	May 2019	May 2019	100%	No
E4	Tree Audit & Risk Identification	Completed	May 2019	May 2019	100%	No
E5	Tree maintenance undertaken and risks removed	Completed	May 2019	May 2019	100%	No
E6	Customer Satisfaction	In Progress	May - June	May - June	100%	No
E7	Tree maintenance undertaken and risks removed	Pending	June 2019	June 2019	100%	No

Project Milestone Status Review:

Project Activity ID	Project Milestones	Status
E1	Risk & Environmental Assessment	A risk and environmental assessment was undertaken to ensure that all activities to be undertaken where in accordance with all related adopted Local & State Government policies, regulations and procedures.
E2	Communication & Media Implementation Plan	A communication review was undertaken to ensure that all associated stakeholders and community where and are continually informed of the projects activities and outcomes and identified impacts.
E3	Traffic Control Plan	Traffic control plan has been developed to ensure that any impact to traffic flow was minimal and staff safety enforced.

E4	Tree Audit & Risk Identification	Tree inspections for the month completed and risks identified.
E5	Tree maintenance undertaken and risks removed	Trees maintained in accordance with correct Arboricultural practices and without incident.
E6	Customer Satisfaction	No complaints with positive comments received.
E7	Tree maintenance undertaken and risks removed	Works completed to Time, Cost & Quality

Planned Accomplishments Summary:

Planned accomplishments for the coming four weeks:
<ul style="list-style-type: none"> • Continue with the Tree Audit and Risk Assessment. • Works program determine and set in place. • Continue with tree works program.

Project Issues Summary:

ID	Issue Description	Priority	Impact Summary (Milestone, Schedule Scope, Resources, Space...)	Action Steps
E1	Risk & Environmental Assessment	N/A	N/A	N/A
E2	Communication & Media Implementation Plan	N/A	N/A	N/A
E3	Traffic Control Plan	N/A	N/A	N/A
E4	Tree Audit & Risk Identification	N/A	N/A	N/A
E5	Tree maintenance undertaken and risks removed	N/A	N/A	N/A
E6	Customer Satisfaction	N/A	N/A	N/A
E7	Tree maintenance undertaken and risks removed	N/A	N/A	N/A

Project Risk Summary:

ID	Priority	Probability of Occurrence	Risk Description	Impact Summary (Milestone, Schedule Scope, Resources, Space...)	Response Strategy
E1	High	Low	Contamination of Air and Muttama Creek	Heavy fines for non-compliance	Environmental Assessment undertaken and strategies put in place.
E2	High	Low	Disruption to traffic flow and vehicle accidents	Upset users council poor professional reputation	Development and implementation of Traffic Control Plans
E3	Medium	Low	Traffic impact of workers	No impact at this stage	Traffic Control Plan and Traffic Lights
E4	High	Low	Poor Tree Risk Assessment	Objective of the work activity not achieved	Have qualified person undertake the assessment.

E5	High	Medium	Injury to person or property	WH & S work progress slowed down or ceased.	Work site risk assessment and correct work procedures put in place.
E6	Medium	Low	Poor customer relations and reputation.	Minimal	Good communication Strategies implemented
E7	Low	Low	Works not to Time, Cost and or Quality	Delay in works program	Well informed, programed & equipped work force.

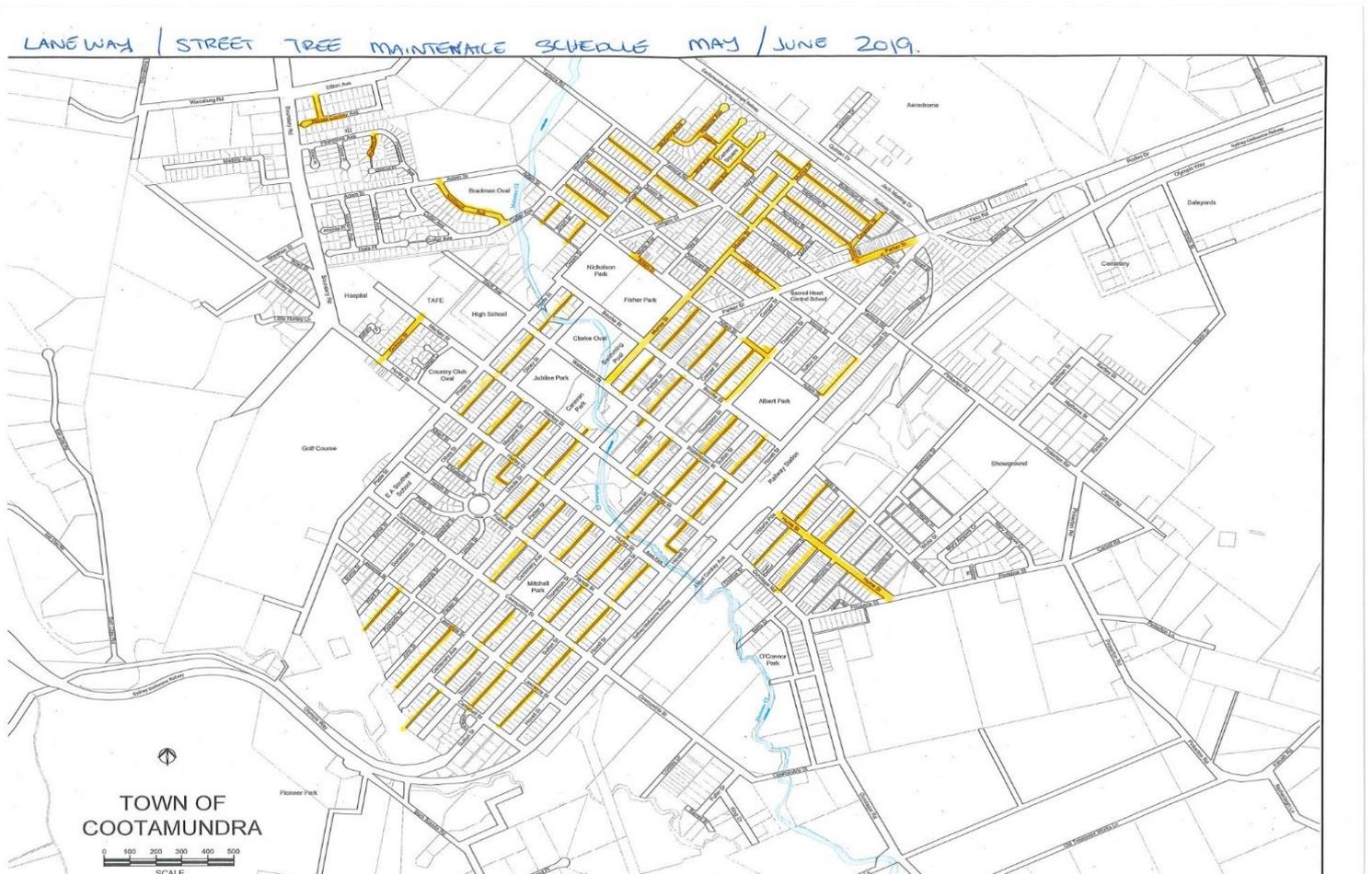
Budget: Within the annual Street Maintenance Budget.

Executive Assistance Requests:

ID	Description including reference to milestone impacted	Action Requested
N/A		

Project Notes/Photo/s:

Laneway/Street Tree Maintenance Schedule May / June 2019



Tree pruning showing all the deadwood being removed.

Deadwood

Deadwood Removed



4) **VILLAGE PARKS & OPEN SPACES**

Project Status Summary:

Narrative Summary of Status	
<p>The objective is to maintain local villages to a standard that reflects pride within the community, and is comparable with the standard of maintenance found in the council’s main center’s public open spaces and streetscapes.</p> <p>It is the intention to achieve this through local community support and involvement. All work activities to be funded through councils normal annual maintenance works program.</p> <p>To achieve this, councils need to ensure that all procedures are put in place to protect council and the community’s position and to achieve the most cost effective and efficient method of achieving determined outcomes. As part of the documentation will be detailed specifications, timelines and budgets to ensure performances targets are achieved.</p> <p>A meeting has been held with RMS and council staff at the main Wallenbeen Roundabout (Olympic Way) to discuss the refurbishment and beautification of the asset. RMS were receptive of the proposal and requested a concept design and cost estimate (including recurrent maintenance costs) be prepared and submitted to RMS for consideration. This concept plan and estimate is currently being prepared.</p>	

Time, Cost & Quality	Task/Activity – Completed or Progressing - on Time, Cost and Quality
(Life of Project)	
Time, Cost & Quality	Task/Activity – Progressing - requires monitoring and or action to minimise risk of not meeting performance targets
Time, Cost & Quality	Task/Activity – Stalled/Stopped - High Risk or will not meet Performance Target.
Time, Cost & Quality	Task/Activity- Pending - is currently on hold or pending approval

Executive Milestone Overview:

ID	Executive Milestones (minimum three)	Status	Baseline Completion Date	Expected Completion Date	Degree (%) of Confidence	Change? (Yes, No, New)
E1	Meet with the village community to discuss maintenance issues (Wallenbeen & Stockinbingal)	completed	May 2019	May 2019	100%	no
E2	Develop a strategy and have approved by council and the community	Completed	May 2019	May 2019	100%	no
E3	Prepare budgets, detailed maintenance specifications, timelines, areas and contracts.	In progress	July 2019	August 2019	100%	no
E4	Advertise for EOI	pending	September 2019	October 2019	100%	no
E5	Review and appoint preferred applicant.	pending	October 2019	October 2019	100%	no
E6	Monitor and quality control	pending	November 2019	Ongoing	100%	no

Project Milestone Status Review:

Project Activity ID	Project Milestones	Status
E1	Meet with the village community to discuss maintenance issues (Wallenbeen & Stockinbingal)	Community meeting held issues raised and discussed. Agreement reached on a way to move forward to achieve objectives/outcomes.
E2	Develop a strategy and have approved by council and the community	Strategy was developed and presented to council for information.
E3	Prepare budgets, detailed maintenance specifications, timelines, areas and contracts.	Works are currently been undertaken to identify the work activities, costs and specifications.
E4	Advertise for EOI	Yet to be undertaken
E5	Review and appoint preferred applicant.	Yet to be undertaken
E6	Monitor and quality control	Yet to be undertaken

Planned Accomplishments Summary:

Planned accomplishments for the coming four weeks:
<ul style="list-style-type: none"> Continue with work activity review.

Project Issues Summary:

ID	Issue Description	Priority	Impact Summary (Milestone, Schedule Scope, Resources, Space...)	Action Steps
E1	Meet with the village community to discuss maintenance issues (Wallenbeen & Stockinbingal)	N/A	N/A	N/A
E2	Develop a strategy and have approved by council and the community	N/A	N/A	N/A
E3	Prepare budgets, detailed maintenance specifications, timelines, areas and contracts.	N/A	N/A	N/A
E4	Advertise for EOI	N/A	N/A	N/A
E5	Review and appoint preferred applicant.	N/A	N/A	N/A
E6	Monitor and quality control	N/A	N/A	N/A

Project Risk Summary:

ID	Priority	Probability of Occurrence	Risk Description	Impact Summary (Milestone, Schedule Scope, Resources, Space...)	Response Strategy
E1	High	Low	Poor public relations	Community not satisfied with council management	Good communication
E2	Low	Low	Council not accept recommended approach	Customer dis-satisfaction.	Good quality detailed report
E3	High	High	Lack of sufficient funds	Assets poorly maintained and poor customer satisfaction.	Develop a works program that is the most cost effective and efficient that achieves desired outcomes
E4	Low	Low	No interest or EOI received	Works program having to be carried out council.	Effective Communication strategy
E5	Low	Low	N/a	N/a	N/a
E6	Low	Low	Lack of Resources	Objectives/outcomes not achieved poor village presentation	Effective time management.

Budget: Within the annual Village maintenance budget.

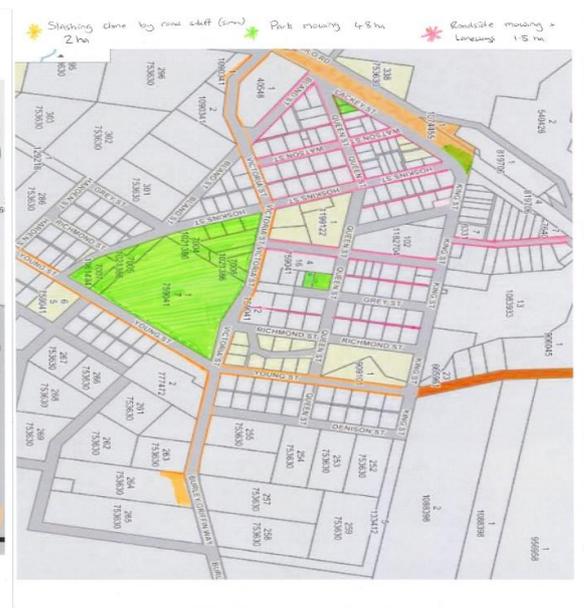
Executive Assistance Requests:

ID	Description including reference to milestone impacted	Action Requested
N/A	N/A	N/A

Stockinbingal (areas under maintenance)



Wallenbeen (areas under maintenance)



5) ACTIVITY – WASTE OPERATIONS

Narrative Summary of Status**Project Current Status Summary:**

The Waste Strategic & Business Plan development process proposed is very much an inclusive one, and will be seeking feedback from Stakeholders and input along the way. It is planned that this will produce a Business Plan very much in keeping with councillor's and management's own considerations, prior to its review and adoption by Council.

Detailed project Scope of Works:

Work to develop the Business Plan will be undertaken within a number of Sections. Each Section has a number of Components, as described below. Specific items for inclusion within each Component, and an indication of depth of detail/content to be provided (number of pages), is similarly provided below.

The development of a draft Financial Plan was selected first to ensure viability of identified Actions prior to commencement of descriptive text within the Business Plan.

Section 1.

Financial Plan (Text supporting EXCEL calculations) (up to 5 pages) including:

- Text (Summary of the Financial Plan, including those elements below):
 - Premise of the Financial Plan as nett change over the business-as-usual (BAU), or current position, from implementing the strategic Actions
 - Explanation of the expense components of improved service provision
 - Explanation of derivation of apportionment of domestic v non-domestic expenses from activity-based material flows from delivery of the new Actions
 - Derivation of new domestic and non-domestic charges in comparison with those currently used, and a proposed time line for delivery across each ratings class, including a possible R & D Waste Levy charge.
 - Explanation of robust estimates and assumptions used within each stage of the modelling - Options available for funding new expenses, and reasons why particular funding option chosen (below)
- Excel calculations (To be carried out in a number of steps, below, seeking Council review at times indicated)
 - Calculate additional annual expenditure and revenue associated with implementation of the strategic Actions over a 10 year period from commencement of implementation, and the likely increase in nett expense (funding gap) to Council presented in both a tabular and graphic format
 - Seek guidance from Council regarding its preferred method(s) of funding this gap, and any limitations or implementation stages it wishes to impose, as all or part of: new loans, withdrawals from the Waste Reserve, or by increasing waste disposal Fees and/or annual rateable Charges
 - Seek guidance from Council regarding a minimum annual balance for the Waste Reserve in order to meet future, unbudgeted expenses (suggested this is based on a risk assessment process)

- Projected financial planning from income generated from business opportunities.
- For each option to meet the funding gap, determine the nett requirement to increase Fees and/or Charges
- Seek guidance from Council for its preference to increase one or both of Fees and Charges
- Determine actual amounts Fees and/or Charges are to be increased by, and their phased delivery time line, in consideration Council's ratings classes
- Model the impact of an agreed number of funding options to meet this nett expense gap over 10 years, using the Waste Reserve as a buffer against "peaks" and "troughs" in annual cash flow, presenting data in both a tabular and graphic format.
- The possible inclusion of a R & D Waste levy

Council will be provided with a Review Period after delivery of the draft Plan for comment and/or edits before finalisation.

Section 2.

- Table of Contents
- Acronyms used
- Executive Summary (needs to provide clearly structured logic why Council should adopt the Plan)
- Scope of the Business Plan
 - To provide sustainable, affordable waste services, reducing waste to landfill
 - Introduction of content, below
- Shareholders, including (1 page):
 - Community (residential and commercial)
 - Council (waste strategy, strategy delivery, delivery of services and management of specialist contractors)
 - Contractors (services)
 - Government Authorities e.g. EPA etc.
- Waste Services, including (up to 4 pages):
 - Current waste and recycling services
 - Voluntary group involvement in recycling activities and opportunities
 - Current waste sites and assets
 - Proposed development of waste services and associated facilities
 - Additional assets required to deliver upgraded services
- Recycling Performance, including (2 pages):
 - State recycling goals

- CGRC domestic waste recycling rate (MSW)
- CGRC commercial waste recycling rate (C+I)
- CGRC building waste recycling rate (C+D)
- LGA predicted population and business growth in the area, and waste streams which would be expected to be generated
- Context for development of a new Waste Strategy, including (2 pages):
 - State Waste Policy
 - State recycling targets
 - Current resource recovery and recycling performance
 - Sustainability principles
 - Regulatory Compliance of Council's sites
 - Equitable waste services across the amalgamated LGA
 - Opportunity to benefit from greater regional services
- Strategic Direction
 - Council CSP - RERO Regional Waste Strategy
 - Councillor guiding principles for strategy development
 - Waste management, human resource and infrastructure requirements.
 - Long term strategy to deal with the management of waste once Bald Hill Landfill has been exhausted.
- Waste Strategy development, (up to 12 pages) including:
 - Community consultation post amalgamation
 - Councillor Workshop
 - Situational Review
 - Site Assessments
 - Mission Statement
 - Strategic Objectives
 - Key Focus Areas (7 KFAs to deliver future, positive change, including a short description of each)
 - Strategic Actions (19 Actions to deliver future, positive change
 - including a short description of each, summary of expected operating outcomes, merits and potential issues of each
 - Continual feedback and assessment mechanism
 - Strategy delivery term: 2 years

- Technical Appendices (this section will contain previous Reports)
 - Situational Review
 - Site Assessments and identification of development opportunities.
 - Issues and Action Report
 - Strategy Delivery Report
 - a pro forma for updating Council regarding delivery of the new Waste Strategy at its monthly meetings

Council will be provided with a Review Period after delivery of the draft document for comment and/or edits before finalisation.

SECTION 3.

- Action Plan (Tabular summary describing delivery of the 19 Actions within 7 KFAs provided within the Stage 2 Issues and Action Report) (up to 5 pages), including:
 - Strategy Objective(s) met by KFA - Action - Action Target/Goal
 - Action Delivery Timeline
 - KPI of Action delivery
- Risk Assessment and Management Plan (Text incorporating assessment of individual risk components, below, and their assessed attenuation using suggested management strategies, using a Likelihood/Consequence Risk Matrix) (up to 5 pages), including:
 - Financial - Operational
 - Regulatory compliance
 - Reputational
- 1. Human Resourcing Plan (Text outlining current and proposed staffing requirements, including a proposed organisational structure for Waste Services in terms of requirements to deliver both Council’s business-as-usual WM+RR functions, its planned capital works, training and education, marketing, business and strategic Actions) (up to 2 pages), including:
 - Managed delivery of strategic Actions
 - Community education
 - Changes to operational management within sites and site activities

Council will be provided with a Review Period after delivery of the draft Plans for comment and/or edits before finalisation.

Time, Cost & Quality	Task/Activity – Completed or Progressing - on Time, Cost and Quality
(Life of Project)	
Time, Cost & Quality	Task/Activity – Progressing - requires monitoring and or action to minimise risk of not meeting performance targets

Time, Cost & Quality	Task/Activity – Stalled/Stopped - High Risk or will not meet Performanace Target.
Time, Cost & Quality	Task/Activity- Pending - is currently on hold or pending approval

EXECUTIVE MILESTONE OVERVIEW:

ID	Executive Milestones (minimum three)	Status	Baseline Completion Date	Expected Completion Date	Degree (%) of Confidence	Change? (Yes, No, New)
E1	Section 1. Preparation of draft Financial Plan	Completed	May 2019	May/June 2019	100%	no
E2	Section 1. Finalisation of Plan		June/July 2019	July 2019	80%	?
E3	Section 2. Preparation of draft Business Plan (excluding Action, Risk Assessment and Management and Human Resourcing Plans)		July /August 2019	August 2019	80%	?
E4	Section 2. Finalisation of Plan		July /August 2019	August 2019	80%	?
E5	Section 3. Preparation of draft Action Plan, Risk Assessment and Management Plan and Human Resourcing Plan		August 2019	September 2019	90%	?
E6	Section 3. Finalisation of Plans		September / October 2019	September/ October 2019	90%	?

PROJECT MILESTONE STATUS REVIEW:

Project Activity ID	Project Milestones	Status
E1	Section 1. Preparation of draft Financial Plan	May – June 2019
E2	Section 1. Finalisation of Plan	May – June 2019
E3	Section 2. Preparation of draft Business Plan (excluding Action, Risk Consultation, assessment by council and Management and development of Human Resourcing Plans)	July /August 2019

E4	Section 2. Finalisation of Plan	July /August 2019
E5	Section 3. Preparation of draft Action Plan, Risk Assessment and Management Plan and Human Resourcing Plan	August 2019
E6	Section 3. Finalisation of Plans	September 2019

PLANNED ACCOMPLISHMENTS SUMMARY:

Planned accomplishments for the coming 10 weeks:
To finalise the first draft of the Business Plan for review and comment.

PROJECT ISSUES SUMMARY:

ID	Issue Description	Priority	Impact Summary (Milestone, Schedule Scope, Resources, Space...)	Action Steps
E1	Section 1. Preparation of draft Financial Plan	N/A	N/A	N/A
E2	Section 1. Finalisation of Plan	N/A	N/A	N/A
E3	Section 2. Preparation of draft Business Plan (excluding Action, Risk Assessment and Management and Human Resourcing Plans)	N/A	N/A	N/A
E4	Section 2. Finalisation of Plan	N/A	N/A	N/A
E5	Section 3. Preparation of draft Action Plan, Risk Assessment and Management Plan and Human Resourcing Plan	N/A	N/A	N/A
E6	Section 3. Finalisation of Plans	N/A	N/A	N/A

PROJECT RISK SUMMARY:

ID	Priority	Probability of Occurrence	Risk Description	Impact Summary (Milestone, Schedule Scope, Resources, Space...)	Response Strategy
E1	Low	Low	Not meet deadline due to lack of data.	Delay final delivery of Strategic Plan	Ensure data delivery on time.

E2	Low	Low	Poor quality delivery plan due to insufficient or incorrect data.	Decisions made on poor or incorrect information.	As above
E3	Low	Low	As above	As above	As above
E4	Low	Low	As above	As above	As above
E5	Low	Low	As above	As above	As above
E6	Low	Low	Insufficient fund generation	Waste operations not a financial operation/proposal	Ensure broad thinking, bench marking & minimisation

Budget: Within the Waste Financial Reserves Budget.

EXECUTIVE ASSISTANCE REQUESTS:

ID	Description including reference to milestone impacted	Action Requested
N/A		

6) ACTIVITY – MANAGEMENT ACTIVITIES

Narrative Summary of Status

In association with the managers of Facilities and Finance Sections, the Waste Parks & Recreation Services Section is also working on the following projects;

- 1) Review of Public Open Space Classifications (POSC)** – a review of all existing open space is currently being undertaken. Public Open Space Classification (POSC) is planned and managed for current and future generations for the purpose of public protection and pleasure of unique values
- It has constantly played an important role in improving the quality of life for the urban communities and in supporting urban residents.
 - POS is a built environment factor that is essential for wellbeing and health through the life time, and contributes to the liveability of an area
 - They let people to interact with the natural environment and provide habitats for flora and fauna. They are also essential in identifying the identity and character of habitations. Linking them in a green network will provide greater benefits for public, the environment as well as biodiversity
 - In short, benefits of POSC can be describe in term of social, economy and environmental aspects. Well-managed and maintained spaces would create opportunities for all segments of the communal to interact
 - Additionally, well-designed and planned spaces help to enhance the quality of retail, business and leisure developments, making them more attractive to potential investors, users and customers
 - Open space can define the landscape and townscape structure and identity of settlements. Well-designed networks of spaces help to encourage people to travel safely by foot or bicycle
 - To reach the maximum level of efficiency of POSC, Council and managers need to know what kind of open space they exactly deal with. In other words, by knowing some important characteristics of spaces such as most privilege users, most suitable functions and landscape/environmental characters, the designers and planners may create POS more effectively. Therefore a comprehensive classification is a useful tools to assist professional, managers and all policy makers who are engaged in this regard to achieve sustainable development. This study will focus on open space categorisation based on classification method. Before explaining the classification system, it is important to determine the meaning of POSC and what method could be applied for achieving the result.
 - Current classifications under consideration are
 - Ornamental Public Open Space (OPOS)
 - Urban Nature Public Open Space (UNPOS)
 - Open Zone Public Open Space (OZPOS)
 - Sportfields
 - Streetscapes
 - Urban Street Trees (UST)
 - Rural Street Trees (RST)

A full detail report will be presented to council for comment and recommendation in the coming months.

2. **Public Open Spaces Maintenances Classifications** – a review of all council managed public open spaces is currently being undertaken in an endeavour to develop a detailed maintenance specification and associated costs aligned with the proposed new classification system and budget structure.

An example of the proposed Open Space Maintenance Specification.

PUBLIC OPEN SPACE SPECIFICATIONS (example only)

Park Classification – ORNAMENTAL

Plan/Park No. _____

Maintenance Classification – (F)

Park Name: _____

Program: _____

Location/Area m2: _____

Program No. _____

- | | | |
|--------------------------|--|--|
| <input type="checkbox"/> | * Quality Grass Areas

(All hard surfaces) | > Mown 1x cut weekly (Sept to April)
> Mown 1x cut monthly (May to August)
> Fertilised once per year (September)

> Pest control spray 2 times per year (September and December)

> Aerating/Coring N/A

> Top Dressing N/A |
| <input type="checkbox"/> | * Mechanical Edging

(All hard surfaces) | > Edge weekly (September to April)
> Edge monthly (May to August) |
| <input type="checkbox"/> | * Brushcutting

(Specified areas only) | > Trim weekly (September to April)
> Trim monthly (May to August) |
| <input type="checkbox"/> | * Blower/Sweeper | > Sweep once a week (all seasons) |
| <input type="checkbox"/> | * Round-Up

(specified areas only) | > Spray every 8 weeks |
| <input type="checkbox"/> | * Irrigation System

(Automatic) | > Inspected/serviced every 2 weeks. |

- * Bins (litter) > Serviced twice a week (Monday and Friday)
- * Garden Maintenance (Auto watering system) > Every 2 weeks (all seasons) (Weeding, pruning etc.)
- * Toilets > Serviced daily
- * B.B.Q's > fully serviced once a week
- * Play Equipment (With under surface) > Safety inspection every 4 weeks (with report to go on file)
- * Park Trees > Pruning/shaping once a year (July/August/September)
- >Fertilising 1 time a year (September)
- >Watering automatic every 2-3 days (September to April)
- > Watering manual once every 3 weeks (November to February)
- >Pest control 2 times a year (on demand)
- * Park Lighting > Inspected/serviced monthly.
- * Park Facilities (Tables, chairs, signs, fences barricades etc.) > Inspected once a month.
- > Maintained/serviced during (May, June, July) each year
- * Car Parks/Access Roads > Inspected once a month

> Serviced/maintained during (May, June, and July) each year.

- * Park Safety Inspection > Once a week (all seasons)
(Report to go onto file)
- * Contingency Period >30 mins per week
- * Park Land Survey >to be on file
- * Master Landscape plan > to be on file
- * Management Plan >to be on file
- * Asset Register >to be on file

3. Total area maintained M²
4. Total man hours per unit/park per week Hrs
5. Total man hours per unit/park per year Hrs
6. Total annual labour costs \$
7. Total annual plant/machinery costs \$
8. Total annual material costs \$
9. Total annual maintenance cost per year \$

- 2) **Street Tree Management Policy** – The draft policy is currently out on public exhibition for comment.
- 3) **Street Tree Management Implementation Plan** -
 1. The Implementation Plan is being developed for council staff to follow on operational matters. It is not intended as a comprehensive framework for management of trees, or detailed guidelines on tree management issues. . As such it will cover the following key items.
 - a. Identification of all key areas of tree management, both proactive and reactive.
 - b. New Tree Planting requirements.
 - i. Identification of sites, species, numbers, nursery stock requirements and plant establishment process.
 - c. Street Tree pruning requirements
 - d. Parkland tree requirements
 - e. Identification and removal of dead or declined trees – stump removal
 - f. Identification and remediation of hazard trees, or trees subject to complaint for safety status, options for hazard abatement.
 - i. Application of Quantified Tree Risk Assessment as a risk based approach to management.
 - g. Pest and Disease Management.
 - h. Tree Root Management
 - i. Heritage listed or significant trees – key issues
 2. Council will use the data collected in the survey to provide working spread sheets for various categories above.
 3. Training and qualification levels as per standards and council Policy.
 4. Essential Energy line clearances - contact and desired outcomes
 5. I would be a 3-5 year plan
 6. It will take a format of: key element – required outcomes – resources – Timing/frequency.

Once completed the Street Audit report in conjunction with the Implementation Plan will be presented to council for adoption.

- 4) **Section Budget Structure** – a full review of the current budget format and a review of a budget structure that is more in line with the new mode of operation that will enable for a more effective and efficient management of true and accurate expenditure. This will be developed in cooperation and assistance from the Finance Section of council. It is hoped that this will be presented to council later in the year for comment.
- 5) **Village Park Maintenance Agreements.** – the preparation of formal maintenance agreements are currently being prepared to ensure that all maintenance works carried out in villages on the behalf of council by members of the community are fully compliant with councils procurement policy and insurance requirement.
- 6) **Pool Stadium Operating Hours Review** – in response to a council motion, a review of the existing pool operating hours is currently been undertaken with the intent to determine the need and

feasibility of extending the pool operating hours. Staff will present a report to council with all the options and associated impacts and costs for consideration and approval. On council approval and allocation of appropriate funding, an independent review of the pool and stadium operating systems will also be reviewed over the coming months. The review is intended to be carried out as per the briefing paper submitted to councillors in May 2019.

- 7) Waste, Parks & Recreation Facilities Fees and Chargers** - a detailed review of the Sections fee structure is being undertaken and once completed a report will be presented to council for consideration as part of the 2020/2021 budget review. The intend of the review is to ensure that a true and accurate determination of costs is established and a methodology for setting any proposed fee structure. The fee structure needs to be based on the need to ensure that each and every Asset is financially sustainable. This review will be done in association with the pool/stadium review, waste strategy, open space classification strategy, recreation needs audit, & Street Tree Management Strategy.
- 8) Major Projects** – The Section is managing two major projects, 1) Pool Splash Pool & 2) Fisher Park Light Towers. Tenders have been completed and called and close June 2019. Once the tenders close a review and assessment of the tenders will be undertaken and a report and recommendation in association with Project Management Plans will be submitted to council for approval.

There has been some strong interest from contractors with both tenders, and the Project Manager has meet with a number of contractor's onsite to discuss the proposed scope of works.

- 9) Sports Council** - Staff are currently having discussions with sport club representatives to ascertain the support for a Sports Council. The Sport Council will have a MOU and be a venue for bringing all sporting clubs together as one body to ensure all sporting clubs including the minority are well represented and their issues heard and addressed.

A detailed report will be submitted to council in the coming months outlining the full intent of the proposed Sports Council and its role in council.

8.10.2 PROPOSED EXTENDED OPERATING HOURS COOTAMUNDRA AQUATIC CENTRE

DOCUMENT NUMBER	305653
REPORTING OFFICER	Wayne Bennett, Manager Waste, Parks and Recreation Services
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>1. A vibrant and supportive community: all members of our community are valued</p> <p>1.2 Public spaces provide for a diversity of activity and strengthen our social connections</p> <p>3. Sustainable natural and built environments: we connect with the places and spaces around us</p> <p>3.2 Our built environments support and enhance liveability</p>
FINANCIAL IMPLICATIONS	The proposal to extend the existing indoor swimming pool operating hours will incur a negative impact on the existing recurrent expenditure and annual budget of approximately \$20,000.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

1. **The Cootamundra Aquatic Centre operating hours review report be received and noted.**
2. **Council proceed with implementing the additional hours for this 2019 winter season only as presented in the report as a trial basis.**
3. **The additional estimated \$12,250 be funded from Council’s General Fund.**
4. **Council staff investigate and prepare a report no later than the October, 2019 Ordinary Council for meeting the consideration of Council.**
5. **A comprehensive independent review of the Cootamundra Aquatic Centre and existing opportunities outlining the most effective and efficient management practices required to operate the facility and to service the projected user demands into the future will be attached to the report mentioned in 4 above.**

Introduction

It is the intention of Council staff to work together with the community to support, celebrate and expand the social and cultural diversity of our community, whilst promoting healthy and active lifestyles in a safe environment. Ensuring sustainable and planned growth through the provision of effective public recreational opportunities, and suitable recreational facilities to enhance the lifestyle choices of the community are all part of Council’s recreational strategy.

In response to the resolution from the May, 2019 Ordinary Council meeting to review the existing Cootamundra Aquatic Centre winter operating hours, staff have completed a review of the existing hours and assessed the feasibility and costs to extend those hours. Council is currently considering various ways to extend the winter swimming season and to operate its facility in a financially sustainable manner. This report indicates whether extension of operating hours would be relatively financially self-sustaining in the short term.

Discussion

This review has come about as a result of a council resolution and public inquiry. Due to the time limitation, this report will not address questions that need to be asked that would normally be associated with the operating hours and budget of this facility. The history and reasons behind why the existing operating hours and budget were adopted by council, also not be dealt with at this time.

This report is limited to the feasibility of extending the hours and the subsequent staff & financial impacts.

Current 2019 operating hours.

1) 2019 Winter Season.

1.1) Public Hours Monday to Friday

- Open – 6.30am to 8.00am – (1.5 x staff)
- Aerobics 8am to 9am, Monday, Wednesday & Friday (conducted by 1x pool staff)
- 11:30am to 2:00pm Monday to Friday (2x staff)
- 5pm to 7pm (Monday Tuesday, Wednesday Friday 1x staff) and (Thursday 5pm to 6pm 1x staff)
- Aerobics (6pm to 7pm 1x staff)
- Learn to Swim 9am to 11am, Monday, Tuesday, Wednesday & Thursday (3x staff).

1.2) Public Hours Weekends & Public Holidays.

- Open – 9am to 12pm (1x staff)
- Private hire as required.

2) Proposed 2019 Winter Season (trial only)

- Open – 6.30am to 8am – (1.5 x staff) – **Remains Unchanged**
- Aerobics 8am to 9am, Monday, Wednesday & Friday (conducted by 1x pool staff) – **Remains Unchanged**
- 11.30am to 2pm Monday to Friday (2x staff) – **Remains Unchanged**
- 5pm to 7pm (Monday Tuesday, Wednesday Friday) 1x staff (Thursday is 5pm to 6pm) 1x staff – **Remains Unchanged**
- Aerobics (6pm to 7pm 1x staff) – **Remains Unchanged**
- **Learn to Swim** 9am to 11am, Monday, Tuesday, Wednesday & Thursday (3x staff). 3pm to 5pm (3x staff) – **Remains Unchanged**

2.1) Public Hours Weekends & Public Holidays.

- Open – 9am to 4pm (1x staff) (additional staff hours 5hrs)
- Private hire as required.

2.3) Trial Financial Impact

Winter Operating Saturdays – 36 days

Winter operating Sundays – 36 days

Result - 5x Additional Staff Hours or an additional 360 staff hours (2019 Winter Season Only)

Additional cost Sat - $\$180.48 \times 36 = \$6,497.28$

Sun- $\$240.64 \times 36 = \$8,663.04$

Total \$15,160.32 + On-Costs + Lighting, Power & Water/Chemicals

Revenue - Unknown

3) Logistics

- a. Staffing – the delivery of qualified staff to service the additional hours can be arranged and managed on Council's approval.
- b. Budget – under a normal full winter season, there will be an additional \$15,160 required to operate under the proposed additional hours. There will also be an additional \$5,000 estimated to cover on-costs and facility operating costs. This has an additional estimated operation expenditure result of \$20,160.
- c. Revenue and increase in visitation numbers cannot be predicted.

The reduced financial figure as identified in the recommendation has taken into account that the pool has already been operating in the current winter season under the normal operating hours for a substantial period. The additional costs as identified in the recommendation is an approximate estimate.

There has been no allowance for any additional revenue that may be generated as a result of increased visitation, but any additional revenue generated will help offset the increase in operating costs.

Any additional visitation numbers and revenue will be documented and reported back to Council at the end of the trial period.

9 MOTION OF WHICH NOTICE HAS BEEN GIVEN**9.1 NOTICE OF MOTION - CONTINUED PIGEON CONTROL IN THE COOTAMUNDRA CENTRAL BUSINESS DISTRICT**

DOCUMENT NUMBER	305457
REPORTING OFFICER	Craig (Stewie) Stewart, Councillor
AUTHORISING OFFICER	Phil McMurray, Acting General Manager

The following Notice of Motion signed by Councillor Craig Stewart was submitted on 18 June, 2019.

I hereby give notice of my intention to move the following motion at the Council meeting of Tuesday, 25 June, 2019:

MOTION

“That Cootamundra-Gundagai Regional Council continue to undertake efforts for the purpose of pigeon control in the Cootamundra central business district”.

Note from Councillor

Pigeons continue to create a mess in the central business district area of Cootamundra. Business proprietors and Council staff spend time cleaning the footpaths to remove the mess left by the pigeons on a regular basis costing time and money to both the business proprietor and Council. There must be a better and more permanent solution.

9.2 NOTICE OF MOTION - COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL CONTINUE TO SUPPORT THE ARTS CENTRE COOTAMUNDRA

DOCUMENT NUMBER	305459
REPORTING OFFICER	Charlie Sheahan, Councillor
AUTHORISING OFFICER	Phil McMurray, Acting General Manager

The following Notice of Motion signed by Councillor Charlie Sheahan was submitted on 18 June, 2019.

I hereby give notice of my intention to move the following motion at the Council meeting of Tuesday, 25 June, 2019:

MOTION

“That Cootamundra-Gundagai Regional Council continue to support the Arts Centre Cootamundra with the financial contribution of \$50,000 for the 2019/2020 financial year and that the contribution be reflected in the budget paper”.

Note from Councillor

The Arts Centre Cootamundra has contributed an invaluable richness to this community’s culture through the Arts. We are indeed a fortunate Council to have such devoted volunteers who freely give their talents and efforts by supporting staff, to grow and develop this wonderful facility. Through Council’s support we are able to eagerly look forward to greater things to come from this regionally recognised Arts Centre.

9.3 NOTICE OF MOTION - COUNCIL INVESTIGATE THE FEASIBILITY OF THE INSTALLATION OF SOLAR STREET LIGHTING ON MIDDLETON DRIVE WALK AND CYCLE WAY
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DOCUMENT NUMBER	305604
REPORTING OFFICER	Abb McAlister, Mayor
AUTHORISING OFFICER	Phil McMurray, Acting General Manager

The following Notice of Motion signed by Councillor Abb McAlister (Mayor) was submitted on 19 June, 2019.

I hereby give notice of my intention to move the following motion at the Council meeting of Tuesday, 25 June, 2019:

MOTION

That Cootamundra-Gundagai Regional Council investigate the feasibility for the installation of solar street lighting along the walking and cycle way, from north to south Gundagai on Middleton Drive, and through Heydon and Yarri Parks.

Note from Councillor

This route between north and south Gundagai is well used by local walkers and cyclists both day and night. It also links both the Riverside Caravan Park and the 48 hour RV friendly gazetted area. Further, it connects the two motels located at South Gundagai to the town's central business area. It is traversed by residents between these facilities by day and night to dine and enjoy the town's hospitality.

Street lighting is imperative for the safety and security of visitors and residents. To have such a project undertaken to have lighting installed would have Council viewed as being proactive by providing safer streets to its community and tourists.

Council is to prepare a submission and seek out available funding options. This project would meet the criteria of funding opportunities for the provision of community safety and crime prevention programs, such as the Safer Communities Fund, round 4 just recently closed, however, there are other funding sources available. A well-lit way would minimise incidents that might impact on Council's insurance premiums.

The success of such a project would see an increase of activity after sunset for people by way of exercise and social lifestyle and promote the Cootamundra-Gundagai Region as having a healthy wellbeing philosophy.

10 QUESTIONS WITH NOTICE

Nil

11 CONFIDENTIAL ITEMS

Nil