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**OUR MISSION** TO BE EASY TO DO BUSINESS WITH

# **BUSINESS PAPER**

## **Ordinary Council Meeting**

**1 December 2020**

**Warwick Bennett**  
**General Manager**



We hereby give notice that an Ordinary Meeting of Council will be held on:  
 Tuesday, 1 December 2020 at 6pm  
 in the Council Chambers, Civic Centre  
 184 - 194 Bourke Street, Goulburn

**Order Of Business**

<b>1</b>	<b>Opening Meeting</b> .....	<b>5</b>
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<b>5</b>	<b>Applications for a Leave of Absence by Councillors</b> .....	<b>5</b>
	Nil	
<b>6</b>	<b>Late Items / Urgent Business</b> .....	<b>5</b>
<b>7</b>	<b>Disclosure of Interests</b> .....	<b>5</b>
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**Cr Bob Kirk**  
**Mayor**

**Warwick Bennett**  
**General Manager**

**1 OPENING MEETING**

The Mayor will open the meeting and notify that this meeting is webcast live on the Council's website.

**2 ACKNOWLEDGEMENT OF COUNTRY**

The following acknowledgement will be made by the Mayor or General Manager.

"I would like to Acknowledge and pay our respects to the Aboriginal Elders both past and present, as well as emerging leaders, and Acknowledge the traditional custodians of the Land on which we meet today."

**3 COUNCILLORS DECLARATION AND/OR PRAYER**

The Mayor will ask a Councillor to read either the following Declaration or Prayer on behalf of the Councillors present.

Declaration

"On behalf of the elected Councillors present here tonight I solemnly and sincerely declare and affirm that we will undertake the duties of the office of Councillor in the best interests of the people of Goulburn Mulwaree and that we will faithfully and impartially carry out the functions, powers, authorities and discretions vested in us to the best of our ability and judgement."

OR

Prayer

"We thank thee, Lord, for this position of honour and trust. Give us the courage to serve our Council and community with honesty and integrity; and to discharge the duties entrusted to us for the common good of all mankind."

**4 APOLOGIES**

The Mayor will call for any apologies.

Council will resolve to accept any apology.

**5 APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS**

Nil

**6 LATE ITEMS / URGENT BUSINESS**

The Mayor will call for any Late Items, Information or Urgent Business.

Council may resolve to accept any late item, information or urgent business to be discussed and/or determined at this meeting.

**7 DISCLOSURE OF INTERESTS**

With reference to Chapter 14 Local Government Act 1993, and Council's Code of Conduct, Councillors are required to declare any conflicts of interest in the matters under consideration by Council at this meeting.

**8 PRESENTATIONS**

Nil

**9 PUBLIC FORUM**

- (1) In accordance with Council's Public Forum Guideline, Council permits members of the public to address Council meetings in open forum at every Ordinary Council meeting.
- (2) A person wishing to address a meeting must contact staff in Council's Executive Section by 5.00pm [either in writing or via telephone call] on the day of the meeting and provide their name, their contact details and summary details of the item they wish to speak about.
- (3) The Mayor or Chairperson will call members of the public to address the meeting in accordance with the order of business. The address should be for no more than 5 minutes duration.
- (4) Members of the public addressing Council must abide by similar standards that apply to Councillors under the Council's Code of Conduct and this Code of Meeting Practice.
- (5) If a member of the public addressing the meeting fails to comply with the Mayor or Chairperson's call to order, the Mayor or Chairperson may withdraw that person's right to address the meeting.
- (6) In making the address:
  - a. If the chairperson is the Mayor he or she should be addressed as 'Mr Mayor' or 'Madam Mayor' or 'Mayor Surname' or 'Mayor First Name'.
  - b. When the chairperson is not the Mayor they should be addressed as Mr. or Madam Chair or Mr. or Madam Chairperson.
  - c. Councillors must be addressed as 'Councillor Surname or Councillor First Name'.
  - d. Officers must be addressed as Mr. or Madam [job title or surname] e.g Mr. General Manager.

The general standards that apply in Council's Code of Conduct and Code of Meeting Practice (Section 4) are applicable to addresses made by the public in Public Forum.

**10 CONFIRMATION OF MINUTES**

**10.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 17 NOVEMBER 2020**

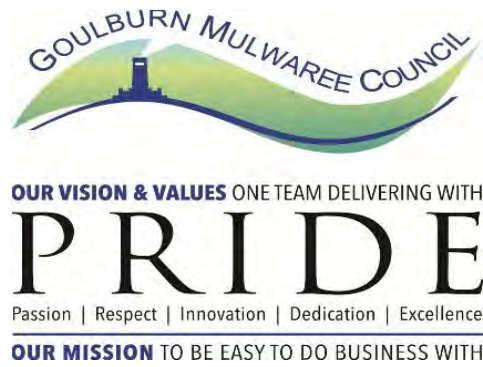
**Author:** Warwick Bennett, General Manager

**Authoriser:** Warwick Bennett, General Manager

**Attachments:** 1. Minutes of the Ordinary Meeting of Council held on 17 November 2020

**RECOMMENDATION**

That the Council minutes from Tuesday 17 November 2020 and contained in Minutes Pages No 1 to 39 inclusive and in Minute Nos 2020/476 to 2020/504 inclusive be confirmed.



# MINUTES

## Ordinary Council Meeting

17 November 2020



**Order Of Business**

<b>1</b>	<b>Opening Meeting</b> .....	<b>5</b>
<b>2</b>	<b>Acknowledgement of Country</b> .....	<b>5</b>
<b>3</b>	<b>Councillors Declaration and/or Prayer</b> .....	<b>5</b>
<b>4</b>	<b>Apologies</b> .....	<b>5</b>
<b>5</b>	<b>Applications for a Leave of Absence by Councillors</b> .....	<b>5</b>
	Nil	
<b>6</b>	<b>Late Items / Urgent Business</b> .....	<b>5</b>
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<b>12</b>	<b>Mayoral Minute(s)</b> .....	<b>7</b>
	Nil	
<b>13</b>	<b>Notice of Motion(s)</b> .....	<b>7</b>
	Nil	
<b>14</b>	<b>Notice of Rescission(s)</b> .....	<b>7</b>
	Nil	
<b>15</b>	<b>Reports to Council for Determination</b> .....	<b>7</b>
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**MINUTES OF GOULBURN MULWAREE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, CIVIC CENTRE, 184 - 194 BOURKE STREET,  
GOULBURN  
ON TUESDAY, 17 NOVEMBER 2020 AT 6PM**

**PRESENT:** Cr Bob Kirk (Mayor), Cr Peter Walker (Deputy Mayor), Cr Andrew Banfield (arrived at 6.06pm), Cr Sam Rowland, Cr Leah Ferrara, Cr Alfie Walker, Cr Margaret O'Neill, Cr Carol James, Cr Denzil Sturgiss

**IN ATTENDANCE:** Brendan Hollands (Acting General Manager), Scott Martin (Director Planning & Environment, Matt O'Rourke (Director Operations) & Amy Croker (Office Manager).

**1 OPENING MEETING**

Mayor Bob Kirk opened the meeting 6pm. The Mayor advised that the meeting would be webcast live.

**2 ACKNOWLEDGEMENT OF COUNTRY**

Mayor Bob Kirk made the following acknowledgement.

"I would like to Acknowledge and pay our respects to the Aboriginal elders both past and present as well as emerging leaders, and Acknowledge the traditional custodians of the Land on which we meet today."

**3 COUNCILLORS DECLARATION AND/OR PRAYER**

The declaration was read by Deputy Mayor Peter Walker.

**4 APOLOGIES**

Nil

**5 APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS**

Nil

**6 LATE ITEMS / URGENT BUSINESS**

Nil

**MOVING ITEM 15.4 TO CLOSED SESSION OF COUNCIL**

**RESOLUTION 2020/476**

**Moved:** Cr Peter Walker

**Seconded:** Cr Margaret O'Neill

**That Item 15.4 2021T0005 Cookbundoon Pavilion Upgrade Tender Evaluation be considered in Closed Session to enable clarification to be discussed surrounding the financial details contained within the evaluation report.**

**CARRIED**

**7 DISCLOSURE OF INTERESTS**

Nil

**8 PRESENTATIONS**

Nil

**9 PUBLIC FORUM**

Alyce Kliese of Shaw Reynold Lawyers (on behalf of client Twynam Pty Limited) addressed Council on Item 15.2 Post Exhibition Report - Planning Proposal to Include Wingello Park as an Item of Heritage.

Sue Theron addressed Council on Item 15.1 DA/0073/1920, 14 lot residential subdivision, 30b Sloane Street Goulburn.

**EXTENSION OF TIME FOR SUE THERON****RESOLUTION 2020/477****Moved: Cr Sam Rowland****Seconded: Cr Carol James**

**That Sue Theron be granted an additional 2 minutes to address Council as part of the Public Forum.**

**CARRIED**

Greg Todd (on behalf of the applicant) addressed Council on Item 15.1 DA/0073/1920, 14 lot residential subdivision, 30b Sloane Street Goulburn.

Mason Thomas addressed Council on Wakefield Park.

**MASON THOMAS BE GRANTED 7 MINUTES****RESOLUTION 2020/478****Moved: Cr Alfie Walker****Seconded: Cr Peter Walker**

**That Mason Thomas be granted 7 minutes to address Council as part of the Public Forum.**

**CARRIED****10 CONFIRMATION OF MINUTES****10.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 3 NOVEMBER 2020****RESOLUTION 2020/479****Moved: Cr Alfie Walker****Seconded: Cr Carol James**

**That the Council minutes from Tuesday 3 November 2020 and contained in Minutes Pages No 1 to 12 inclusive and in Minute Nos 2020/459 to 2020/475 inclusive be confirmed.**

**CARRIED**

**11 MATTERS ARISING****11.1 MATTERS ARISING FROM COUNCIL MEETING MINUTES FROM THE 3 NOVEMBER 2020**

Nil

**11.2 OUTSTANDING TASK LIST FROM ALL PREVIOUS MEETINGS****RESOLUTION 2020/480**

Moved: Cr Alfie Walker

Seconded: Cr Carol James

That Council notes the Task List and authorises the deletion of completed tasks.

**CARRIED****12 MAYORAL MINUTE(S)**

Nil

**13 NOTICE OF MOTION(S)**

Nil

**14 NOTICE OF RESCISSION(S)**

Nil

**15 REPORTS TO COUNCIL FOR DETERMINATION****15.1 DA/0073/1920, 14 LOT RESIDENTIAL SUBDIVISION, 30B SLOANE STREET GOULBURN****RESOLUTION 2020/481**

Moved: Cr Margaret O'Neill

Seconded: Cr Denzil Sturgiss

That:

1. The staff assessment report for development application DA/0073/1920 for the proposed 14 lot residential subdivision at 30b Sloane Street Goulburn be received.
2. Consent be granted for DA/0073/1920 for a 14 lot residential subdivision located at 30b Sloane Street Goulburn subject to the following conditions.

This is a deferred commencement consent under Section 4.16(3) of the *Environmental Planning and Assessment Act 1979*. This deferred commencement consent does not become operative until the applicant has satisfied the requirements listed in Schedule 'A' of this consent. All issues must be satisfactorily resolved within a period of twelve (12) months from the 'Determination Date' that is shown on this Notice of Determination or the consent will lapse in accordance with Section 95 of the *Environmental Planning and Assessment Regulation 2000*.

Upon compliance with the issues under Schedule ‘A’, and written confirmation from ‘Council’ to that effect, then the consent shall become operative from a ‘Date of Endorsement’ (to be included on the written notification) subject to the conditions listed in Schedule ‘B’ and any additional conditions arising from the requirement of Schedule ‘A’.

**SCHEDULE A**

**A** The Planning Agreement offered by the developer in respect of the development proponent is required to be entered into in accordance with the Planning Agreement letter of offer submitted by Southern Region Land Engineering, dated 18/05/2020.

The Planning Agreement must incorporate the following requirements:

- Any retaining walls to be used shall be reinforced concrete with a minimum design life of 40 years, to ensure longevity.

**SCHEDULE B**

**SECTION A: GENERAL CONDITIONS**

**1. Approved Development and Use**

Development consent has been granted in accordance with this Notice of Determination for the purposes of a fourteen (14) Lot residential subdivision, drainage reserve Lot and public infrastructure under the *Goulburn Mulwaree Local Environmental Plan 2009*.

*(Reason: To confirm the components of the approval)*

**2. Development in Accordance with Documentation**

The development must only be carried out:

- a) in compliance with the conditions of this Notice of Determination; and
- b) in accordance with the approved plans and documentation listed in the table below.

Architectural plans prepared by Southern Region Land Engineering			
DRAWING NO.	REV	TITLE OF PLAN OR DOCUMENT	DATE.
T01807-SK001	4	Detailed Lot Layout	19/05/2020
T01807-SK002	3	Concept Drainage Plan	20/11/2019
T01807-SK003	4	Concept Sewer Plan	19/05/2020
T01807-SK005	4	Concept Erosion and Sediment Control Plan	19/05/2020
T01807-SK006	4	Existing Tree Survey Plan	19/05/2020
T01807-SK007	2	Landscape & Fencing Plan	19/05/2020
T01807-110	3	General Arrangement and Typical Sections	20/11/2019
T01807-111	3	Bio-Basin Typical Details	20/11/2019
T01807-130	3	Longitudinal Section MC01-Sloane Street	20/11/2019
T01807-140	3	Cross Section Sheet 1 of 7	20/11/2019
T01807-141	3	Cross Section Sheet 2 of 7	20/11/2019
T01807-142	3	Cross Section Sheet 3 of 7	20/11/2019
T01807-143	3	Cross Section Sheet 4 of 7	20/11/2019
T01807-144	3	Cross Section Sheet 5 of 7	20/11/2019
T01807-145	3	Cross Section Sheet 6 of 7	20/11/2019
T01807-146	3	Cross Section Sheet 7 of 7	20/11/2019
T01817	-	Proposed Planting Behind Wall	17/12/2019
T01817	-	Basin Detail	undated
Documentation prepared by Capital Ecology PTY LTD			
DOCUMENT REF.	REV	TITLE OF PLAN OR DOCUMENT	DATE.

Project No. 2861	Proposed subdivision of 30b Sloane Street Goulburn NSW (Lot 2 DP 1099324)- Ecological Impact Assessment	06/06/2019
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*(Reason: To ensure that the development is undertaken in accordance with the submitted plans and documents as amended)*

**3. Water NSW General**

The lot layout of the subdivision shall be as shown on the Detailed Lot Layout Plan (DRG. No T01807-SK001, Issue IF, Rev 3, dated 20.11.19) prepared by S.R.L.E. No revised site layout, staging or external works that will have any impacts on water quality shall be permitted without the agreement of Water NSW.

*(Reason: Water NSW has based its assessment under State Environmental Planning Policy (Sydney Drinking Water Catchment) 2011 on this version of the subdivision)*

**4. Water NSW Stormwater Management**

No changes to stormwater treatment and management that will have any impact on water quality, shall be permitted without the agreement of Water NSW.

*(Reason: To ensure that the stormwater quality management measures and structures for the proposed subdivision have a sustainable neutral or beneficial impact on water quality over the longer term)*

**SECTION B: PRESCRIBED CONDITIONS IMPOSED UNDER EP&A ACT, THE REGULATION, AND OTHER RELEVANT LEGISLATION**

**5. Issue of a Subdivision Works Certificate Requirements**

In accordance with cl.148F of the *Environmental Planning and Assessment Regulation 2000*, the plans and specifications submitted with a Subdivision Works Certificate must not be inconsistent with this Notice of Determination.

*(Reason: Prescribed by legislation)*

**SECTION C: MATTERS REQUIRING COUNCIL'S SATISFACTION PRIOR TO THE ISSUE OF A SUBDIVISION WORKS CERTIFICATE**

**6. s.306 Compliance Certificate**

A s.306 Certificate of Compliance under Division 5 of Part 2 of Chapter 6 of the *Water Management Act 2000* must be obtained from 'Council' as the Sewer and Water Authority prior to the issue of any Subdivision Works Certificate.

*Note: s.64 of the Local Government Act 1993 authorises 'Council' to issue Certificates of Compliance under s.306 of the Water Management Act 2000 and to impose pre-conditions to the issuing of Certificates of Compliance.*

*(Reason: To retain a level of service for the existing population and to provide the same level of service to the population resulting from new developments)*

**7. Fire Hydrant Provision**

Hydraulic Engineers details for water services which are to be approved by 'Council's' Utilities Department shall include fire hydrant location which show coverage to all allotments, with particular attention to coverage for the battle-axe allotments.

Documentary evidence demonstrating compliance with this condition must be submitted to, and approved by 'Council' prior to the issue of any or Subdivision Works Certificate.

**(Reason: To ensure future residential development has adequate fire hydrant coverage)**

**8. Constructional Environmental Management Plan**

A Construction Environmental Management Plan must be prepared and submitted to, and approved in writing by 'Council' prior to the issue of any Subdivision Works Certificate. The plan must be prepared by a suitably qualified or experienced person(s), and must include, but not be limited to, the following: -

- a) Details of:
  - i. 24-hour contact details of site manager;
  - ii. the proposed phases of construction 'works' on the 'site', and the expected duration of each construction phase;
  - iii. the proposed manner in which adjoining property owners will be kept advised of the timeframes for completion of each phase of development/construction process; and
  - iv. the proposed areas within the 'site' to be used for the storage of excavated materials, construction materials and waste containers during the construction period;
- b) Construction Traffic and Pedestrian Management;
  - i. be prepared in consultation with Council and Transport NSW if the road is a classified road;
  - ii. detail the measures that are to be implemented to ensure road safety and network efficiency during the 'works' in consideration of all potential impacts on general traffic, cyclists, pedestrians and bus services;
  - iii. detail heavy vehicle routes, access and parking arrangements;
  - iv. the proposed methods of loading and unloading excavation and construction machinery, excavation and building materials, formwork etc. and the erection of any part of the structure within the 'site';
  - v. detail procedures for notifying adjoining and nearby residents and the community of any potential disruption to routes; and
  - vi. include a program to monitor the effectiveness of these measures
- c) Construction Noise and Vibration Management;
  - i. describe procedures for achieving the noise management levels in EPA's Interim construction Noise Guideline;
  - ii. describe the measures to be implemented to manage high noise generating activities such as piling, jack hammering etc., in close proximity to sensitive noise receivers;
  - iii. include strategies that have been developed with the community for managing high noise generating activities;
  - iv. describe the community consultation undertaken to develop the strategies to be employed; and
  - v. include a complaints management system that would be implemented for the duration of the 'works'.
- d) Construction Soil and Water Management;
  - i. be undertaken in consultation with Water NSW and 'Council';
  - ii. describe all erosion and sediment controls to be implemented during the works;
  - iii. provide plans and details of how the works will be managed in wet weather (i.e. storage of equipment, stabilisation of the site, inundation threats);
  - iv. the proposed method/device to remove loose material from all vehicles and/or machinery before entering the road reserve, any run-off from the washing down of vehicles must be directed to the sediment control system within the 'site';



- v. details all off site flows from the site and how they will be managed;
  - vi. describe the measures that must be implemented to manage stormwater and flood flows for small and large sized events including, but not limited to 1 in 1-year ARI, 1 in 5-year ARI and 1 in 100-year ARI;
  - vii. demonstrate how compliance with Water NSW conditions will be addressed and maintained; and
  - viii. include a program to monitor and review the effectiveness of the soil and water management measures required by this condition.
- e) **Construction Waste Management;**
- i. details the quantities of each waste type generated during the ‘works’ including all forms of green waste and any proposed reuse, recycling and disposal locations; and
  - ii. removal of hazardous materials, particularly the method of containment and control of emission of fibres to the air, and disposal at an approved waste disposal facility in accordance with the requirements of the relevant legislation, codes, standards, and guidelines.
- f) **Unexpected Contamination Procedure** to ensure that any potentially contaminated material is appropriately managed. The procedure must provide for all disposal locations, quantities and test results to be submitted to ‘Council’ and the ‘Certifier’ 48 hours prior to removal from ‘site’.

All work, excavation, demolition or construction activities must be undertaken in accordance with the approved Construction Environmental Management Plan and any conditions attached to the approved plan. A copy of the approved Construction Environmental Management Plan must be kept on the ‘site’ at all times and made available to any officer of ‘Council’ upon request.

*(Reason: To ensure appropriate measures have been considered for site access, storage and the operation of the site during all phases of the construction process in a manner that respects adjoining owner’s property rights and residential amenity in the locality, without unreasonable inconvenience to the community)*

## 9. Damage to Public Infrastructure

A dilapidation survey and report (including photographic record) must be prepared by a suitably qualified consultant/person which details the pre-developed condition of the existing public infrastructure in the vicinity of the development ‘site’. Attention must be paid to accurately recording any pre-development damage so that ‘Council’ is informed when assessing any future damage to public infrastructure caused as a result of the development. The dilapidation survey and report must be submitted to, and approved in writing by ‘Council’ prior to the issue of any Subdivision Works Certificate.

The person entitled to act upon this Notice of Determination will be held liable for all damage to public infrastructure in the vicinity of the development ‘site’ where such damage is not accurately recorded and demonstrated as pre-existing under documentation provided by this condition.

*Note: Vicinity is defined as all public infrastructure immediately adjacent to the ‘site’ (full road reserve width) and to a minimum distance of 50m beyond the ‘site’ boundaries.*

*(Reason: To record the condition of public infrastructure prior to the commencement of construction to the consent authority’s satisfaction)*

## 10. Structural Engineering Plans

Structural engineering plans and details prepared by an experienced professional chartered practicing Structural Engineer are required for the following: -

- a) All retaining walls and footings with a minimum design life of 40 years.

Retaining walls are not to exceed two (2) meters in height before the introduction of a stepped terrace retaining wall system with a minimum spacing of one (1) metre from retaining wall face to retaining wall face. All retaining walls including required drainage zones must be contained wholly within the boundaries of the subject Lot. A compliant handrail is required to be installed at the top of the retaining wall, where retaining wall/s incorporate a height of at least 1 metre.

Documentary evidence demonstrating compliance with this condition must be submitted to, and approved by 'Council' prior to the issue of any Subdivision Works Certificate.

**Advice:** *The name, address and qualifications of the practising Structural Engineer certifying the design must be clearly indicated on the plans and any accompanying documentation. The engineer is to hold qualifications appropriate to the project as defined in the Building Code of Australia. The design shall relate to the particular site.*

*Any such Certificate is to set forth the extent to which the Engineer has relied on relevant Specifications, Rules, Codes of Practice or Publications in respect of the construction.*

*(Reason: To ensure the structural support of public infrastructure is achieved)*

**11. Water NSW- Construction Activities**

The Concept Erosion and Sediment Control Plan (DRG. No T01807-SK005, Issue IFA, Rev 3, dated 20.11.19) prepared by S.R.L.E shall be updated to a Soil and Water Management Plan in consultation with Water NSW for all works required as part of the development by a person with knowledge and experience in the preparation of such plans. The Plan shall:

- meet the requirements outlined in Chapter 2 of NSW Landcom's Soils and Construction: Managing Urban Stormwater (2004)
- be prepared prior to issuance of a Subdivision Works Certificate and be to the satisfaction of Council, and
- include controls to prevent sediment or polluted water leaving the construction site or entering any natural drainage lines or stormwater drain.

*(Reason: To manage adverse environmental and water quality impacts during the construction phase of the development and to minimise the risk of erosion, sedimentation and pollution within or from the site during this construction phase)*

**12. Water NSW – Subdivision Road**

The subdivision road shall be located and constructed as shown on the proposed Subdivision Plans (DRG. No T01807-110, Issue IFA, Rev 3, dated 20.11.19; T01807-130, Issue IFA, Rev 3, T01807- 140 – 146, Issue IFA, Rev 3, all dated 20.11.19), all prepared by S.R.L.E. The subdivision road shall:

- be sealed and otherwise constructed in accordance with Council's engineering standards, and
- incorporate inlet filters (Enviropod 200 or Water NSW endorsed equivalent) on all inlet pits.

Documentary evidence demonstrating compliance with this condition must be submitted to, and approved by 'Council' prior to the issue of any Subdivision Works Certificate.

*(Reason: To ensure that the proposed subdivision road and associated infrastructure will have a sustainable neutral or beneficial impact on water quality during the operational phase of the development)*

**13. Water NSW – Subdivision Road**

All stormwater structures and drainage works associated with the proposed subdivision road shall be wholly included in the road or drainage reserve or within suitably defined easements.

Documentary evidence demonstrating compliance with this condition must be submitted to, and approved by 'Council' prior to the issue of any Subdivision Works Certificate.

*(Reason: To ensure that the proposed subdivision road and associated infrastructure will have a sustainable neutral or beneficial impact on water quality during the operational phase of the development)*

**14. Water NSW – Stormwater Management**

All stormwater management measures as shown on the Concept Drainage Plan (DRG. No T01807-SK002, Issue IFA, Rev 3, dated 20.11.19) prepared by S.R.L.E shall be incorporated in the final stormwater drainage plan. The final stormwater drainage plan shall be prepared in consultation with Water NSW, specifically the design of the main biobasin, and approved by Council.

Documentary evidence demonstrating compliance with this condition must be submitted to, and approved by 'Council' prior to the issue of any Subdivision Works Certificate.

*(Reason: To ensure that the stormwater quality management measures and structures for the proposed subdivision have a sustainable neutral or beneficial impact on water quality over the longer term)*

**15. Water NSW – Stormwater Management**

The biobasin in the final stormwater drainage plan shall also:

- be designed consistent with Adoption Guidelines for Stormwater Biofiltration Systems Version 2 (Payne et al, 2015, Melbourne, CRC for Water Sensitive Cities)
- be planted with appropriate deep-rooted, moisture-tolerant vegetation protected by rock mulch (grass and turf is not appropriate vegetation and organic mulch is not suitable)
- direct all discharge and overflow to Council's stormwater system such that discharge does not cause erosion
- be accessible from road by machinery to facilitate cleaning, monitoring and maintenance of the structures
- be permanently protected from vehicular damage by bollards, fences, castellated kerbs or similar structures, with a sign to be erected to advise of its nature and purpose in water quality management, and
- be protected by sediment and erosion control measures during any construction and post-construction phase until the ground surface is revegetated or stabilised.

Documentary evidence demonstrating compliance with this condition must be submitted to, and approved by 'Council' prior to the issue of any Subdivision Works Certificate.

*(Reason: To ensure that the stormwater quality management measures and structures for the proposed subdivision have a sustainable neutral or beneficial impact on water quality over the longer term)*

**SECTION D: SUBSIDIARY MATTERS TO BE COMPLETED PRIOR TO THE ISSUE OF A SUBDIVISION WORKS CERTIFICATE**

**16. Street Lighting Requirements**

All areas within the development must comply with AS/NZS 1158.3.1:2010 (as amended) Lighting for roads and public spaces – Pedestrian area (Category P) lighting – Performance and design requirements. Where required, lighting must be

upgraded/provided in accordance with AS/NZS 1158.3.1:2010.

Lighting for the pathway between proposed Lot 3 & 4 shall be low lying that does not result in adverse light spillage to future residential development within proposed Lots 3 & 4, whilst ensuring that the entire length of this path is adequately lit.

Details of the proposed lighting to the standard P5 Category and compliance with AS/NZS 1158.3.1:2010 (as amended) must be submitted to, and approved by the 'Certifier' prior to the issue of any Subdivision Works Certificate.

*(Reason: To ensure street lighting is provided in accordance with the applicable Australian Standards. To ensure that lighting does not result in any detrimental amenity impacts to future residential property occupiers)*

#### 17. Initial Geotechnical Report

A geotechnical report, prepared by a suitably qualified and experienced geotechnical engineer that as a minimum but is not be limited to the following:

- a) extent and stability of proposed earthworks and embankments including those acting as stormwater basins;
- b) recommended geotechnical testing requirements;
- c) level of geotechnical supervision for each part of the works as defined under *AS 3798 - Guidelines on Earthworks for Commercial and Residential Developments*;
- d) recommended treatment of any unstable areas within privately owned allotments;
- e) requirement for subsurface drainage lines;
- f) overall assessment of the suitability of the engineering plans for the proposed subdivision development;
- g) risk analysis to existing structures of a contractor using vibratory rollers anywhere within the 'site' during the construction phase. The indicated hazardous areas must be identified on the geotechnical plans and specify the type of vibratory rollers allowed to be used in the area;
- h) the impact of the installation of services on overall site stability and recommendations on short term drainage methods, shoring requirements and other remedial measures that may be appropriate during installation; and
- i) any other and necessary geotechnical recommendations;

Details demonstrating compliance with the above requirements and certified by an appropriately qualified and practising civil engineer shall be submitted to, and approved by, the 'Certifier' prior to the issue of any Subdivision Works Certificate.

*(Reason: To ensure that infrastructure is designed in consideration of site constraints)*

#### 18. Engineered Stormwater Subdivision

Plans and certification indicating all engineering details relevant to the 'site' regarding the collection and disposal of stormwater from the 'site', buildings, roads and adjacent catchments etc., must be procured and be in accordance with the following minimum specifications: -

- a) engineering stormwater management plans and supporting calculations for the on-site detention system are to be prepared by a suitably qualified practicing Chartered Professional Engineer;
- b) all drainage works must be designed and built in accordance with 'Council's' Engineering Standards, relevant Australian Standards, in conjunction with a geotechnical analysis of the 'site' soils;
- c) Engineering drawings must include an on-site and off-site catchment plan showing the layout and boundaries of road reserves, pathways, public reserves, lots and easements; adjacent contributing catchments with contributing area in hectares; existing and proposed drainage lines, both major and minor routes including inter allotment drainage lines; catchment and sub catchment limits with the contributing area in hectares; ultimate

design of surface contours with 0.5m contour elevation difference; crests and sags in the road, and limit of inundation by the 1 in 100-year Average Recurrence Interval Flood.

- d) plans must include existing ground levels, finished surface levels on all paved areas, estimated flow rates, invert levels, overland in lateral flow direction and proposed diameter and length of all pipelines;
- e) a piped stormwater drainage network contained within a 3m easement to the entire western boundary of Lots 7-13 to intercept overland flows for both minor and major storm events;
- f) the proposed development and stormwater drainage systems shall be designed to ensure that stormwater runoff is conveyed through the site by gravity to the bio basin in Lot 9 without adverse impact on the development or adjoining properties;
- g) the peak discharge from the 'site' must be no greater than the pre-developed peak discharge;
- h) any proposed fence is to be constructed must not impede the natural overland flow along the line of the easement and /or natural drainage line;

Details demonstrating compliance with the above requirements and certified by an appropriately qualified and practising civil or hydraulic engineer shall be submitted to, and approved by, the 'Certifier' prior to the issue of any Subdivision Works Certificate.

*(Reason: To ensure that stormwater drainage is of an appropriate standard and capacity to serve the proposed development, without adverse effect to properties or the environment)*

#### 19. Road Work Requirements

The person having the benefit of this consent must construct the carriageway to be 6000mm in width between internal kerb edges and provided with 4500mm wide verges. The works must be designed and constructed in compliance with the following: -

- a) all elements of the works within the road reserve must as a minimum be constructed in accordance with 'Council' engineering guidelines;
- b) be designed by a qualified geotechnical or civil engineer and certified to be satisfactory for the expected traffic loadings, ground conditions and structural capacity based on the pavement design recommendations and modelling;
- c) all elements of the 'works' must be designed in conjunction with a full geotechnical analysis of the soils;
- d) Lansdowne Street must be extended from the existing edge of the seal plus 1m;
- e) cul-de-sac head to have a minimum turning radius of 12m at kerb line;
- f) the geometric design of all other roads within the subdivision and the associated traffic facilities and entry features must permit a minimum 12.5-metre large rigid vehicle to enter, manoeuvre and leave travelling in a forward direction contained within the carriageway;
- g) the sight distance design drawings must be provided under AUSTRROADS "Guide to Road Design" requirements for all horizontal and vertical alignments of all streets and intersections within the development;
- h) the footpath pavement and grass verge shall be placed on a single straight grade of 3.0% falling to the top of kerb. The footpath pavement shall be 1200mm in width;
- i) footpath pavement transition works are required to ensure gentle changes in grade, drainage and no 'trip' hazards between the existing ground levels and the proposed pavement; and
- j) kerb/gutter transition works are required to ensure gentle changes in grade and longitudinal drainage between the existing ground level and proposed kerb and gutter.

A certificate and detailed drawings prepared by an appropriately qualified and practising Civil Engineer, must be submitted to, and approved by the 'Certifier' prior

to the issue of any Subdivision Works Certificate

*(Reason: To facilitate suitable vehicular access to private sites, without disruption to pedestrian and vehicular traffic and to ensure appropriate access and infrastructure protection that is integral with infrastructure on surrounding sites)*

## 20. Landscape Plan

A landscape plan prepared by a suitably qualified professional to a scale of 1:100 or 1:200, with details at 1:20 & 1:50 conforming to all relevant conditions contained within this Notice of Determination and include the following information where required: -

- a) provision of street trees at a rate of no less than one tree per Lot. Corner Lots shall have a tree per frontage. The species of trees shall be one of either Callistemon Kings Park Special (bottlebrush tree) or Eucalyptus pauciflora (little snowman);
- b) the nature strip throughout the subdivision and to Lansdowne Street shall be grassed where not paved;
- c) pot size at planting out size min 1.5m in height, and staking requirements;
- d) soil treatment prior to planting out, and
- e) minimum twelve (24) month fertilizing and water maintenance and replacement schedule;
- f) Structural details of proposed retaining walls adjacent to No. 20 Lansdowne Street to demonstrate how there will be no impacts to the adjacent trees' Tree Protection Zone (TPZ) and therefore the structural integrity of the tree.
- g) details of manual excavation methods required for trenching adjacent to existing trees at the rear of proposed Lots 1-3 (i.e. no machinery to be used). If any roots need to be cut they must be no greater than 50mm in diameter and must be cut cleanly with a sharp saw.
- h) pre-coloured steel fencing to a height of 1.5 metres must be installed to the eastern boundary of proposed Lots 1-3. The fence shall be fixed and not incorporate any openable elements such as gates.
- i) All Poplar trees located within the land shall be removed, as they do not complement the locality or urban context.

Plans demonstrating compliance with the above must be submitted to, and approved by the 'Certifier' prior to the release of any Subdivision Works Certificate.

*Note: Appropriate plant species for the Goulburn Mulwaree region are set out within the 'GM DCP 2009'*

*(Reason: To ensure appropriate landscaping treatments are applied to facilitate amenity)*

## 21. Noxious Weed Eradication

In accordance with the recommendations in the approved Ecological Impact Assessment, the person having the benefit of this Notice of Determination must compile a weed management program for the 'site' to control any species listed in the NSW WeedWise Priority Weeds for the South East region. The weed management program must be implemented, and control measures undertaken on the 'site' immediately after the sediment and erosion measures have been installed, throughout the development and during the maintenance period.

Details demonstrating compliance with this condition must be submitted to, and approved by the 'Certifier' prior to the issue of any Subdivision Works Certificate.

*Note: The priority weeds list is available from <https://weeds.dpi.nsw.gov.au>*

*(Reason: To ensure the appropriate weed management and control)*

**SECTION E: PRIOR TO THE COMMENCEMENT OF ANY DEMOLITION, BUILDING OR SUBDIVISION WORKS**

**22. Prior to Commencement**

**'Works' must not commence on 'site' in connection with this Notice of Determination until:**

- a) a Subdivision Works Certificate for the subdivision work has been issued by:
  - i. the consent authority; or
  - ii. an *'Accredited Certifier'*; and
- b) the person having the benefit of this Notice of Determination has:
  - i. appointed a *'Principal Certifier'* for the subdivision work, and
- c) the *'Principal Certifier'* has, no later than two (2) days before the subdivision work commences:
  - i. notified the *'Council'* of his or her appointment, and
  - ii. notified the person having the benefit of the development consent of any inspections that are to be carried out in respect of the subdivision work, and
- d) the person having the benefit of this Notice of Determination has given at least two (2) days' notice to the *'Council'* and the *'Principal Certifier'* if not *'Council'* of the person's intention to commence subdivision work.

Documentary evidence confirming the above statutory requirements have been satisfied must be submitted to *'Council'* not less than two (2) days before any commencement of *'works'*.

*(Reason: Statutory; to ensure appropriate safeguarding measures are in place prior to the commencement of any subdivision work)*

**23. Public Liability Insurance**

Any person or contractor undertaking works on public land must take out Public Risk Insurance with a minimum cover of \$20 million in relation to the occupation of public land and the undertaking of approved works within *'Council's'* road reserve or public land, as approved by this Notice of Determination. The Policy is to note, and provide protection/full indemnification for Goulburn Mulwaree Council, as an interested party. A copy of the Policy must be submitted to *'Council'* prior to the commencement of any works. The Policy must be valid for the entire period that the works will be undertaken.

*Note: Applications for hoarding permits, vehicular crossings etc. will require evidence of insurance upon lodgement of the application.)*

*(Reason: To ensure the community is protected from the cost of any claim for damages arising from works on public land)*

**24. Site Facilities**

**'Site' facilities must be provided as follow;**

- a) if the development involves building work or demolition work the *'site'* must be fully enclosed by a temporary security fence (or hoarding) before *'works'* commence. Any such hoarding or fence is to be removed when the *'works'* have been completed;
- b) a minimum width of 1.5m must be provided between the *'site'* and the edge of the roadway so as to facilitate the safe movement of pedestrians. If trees are present in the footpath the minimum width must be provided to one side of the trees;
- c) a garbage receptacle fitted with a tight-fitting windproof lid for the reception of all putrescible and all waste capable of being windblown from the work *'site'* must be provided prior to *'works'* commencing and must be maintained and serviced for the duration of the *'works'*; and
- d) adequate toilet facilities must be provided on the work *'site'*. Each toilet provided must be a standard flushing toilet, connected to a public sewer, or if connection to a public sewer is not available, to an on-site effluent disposal system approved by the *'Council'*, or an approved temporary chemical closet.

The provision of toilet facilities must be completed before any other *'works'* are commenced.

The installation of the site facilities must be approved by the *'Principal Certifier'* prior to any further commencement of *'site' 'works'* and prior to the first inspection.

*(Reason: To ensure the health and safety of the community and workers on the site)*

25. **Site Sign**

A sign must be erected in a prominent position on any *'site'* on which work involved in the erection or demolition of a building is being carried out:

- a) stating that unauthorised entry to the *'site'* is prohibited;
- b) showing the name of the *'Principal Contractor'* (or person in charge of the *'site'*), and a telephone number at which that person may be contacted at any time for business purposes and outside working hours; and
- c) showing the name, address and telephone number of the *'Principal Certifier'* for the work.

Any such sign must be maintained while the *'works'* are being carried out and must be removed when the *'works'* have been completed.

The installation is to be approved by the *'Principal Certifier'* prior to any further commencement of *'site' 'works'*.

*(Reason: Statutory requirement)*

26. **Sediment and Erosion Control**

All required erosion and sedimentation techniques must be properly installed prior to the commencement of any *'site' 'works'* and be maintained in a functional and effective condition throughout the construction activities until the *'site'* is stabilised.

The installation is to be approved by the *'Principal Certifier'* prior to further commencement of *'site' 'works'*.

*(Reason: To protect the environment from the effects of sedimentation and erosion from development sites)*

27. **s.68 Local Government Act Requirements**

Prior to the issue of any Subdivision Works Certificate, an application under s.68 of the *Local Government Act 1993* must be made to, and an approval issued by, *'Council'* for the following works, if in the event that the existing dwelling's internal drainage lines are no longer wholly within proposed lot 6:

- Stormwater works;
- Sewerage plumbing; and
- Hot and cold-water reticulation.

Documentation demonstrating compliance with the above must be submitted to, and approved by the *'Certifier'* prior to the release of a Subdivision Works Certificate.

*(Reason: To ensure approvals under the provisions of the Local Government Act 1993 are obtained before 'works' commence)*

28. **Water NSW- Construction Activities**

The Soil and Water Management Plan shall be implemented, and effective erosion and sediment controls shall be installed prior to any construction activity. The controls shall be regularly inspected, monitored and maintained until works have been completed and groundcover established.

*(Reason: To manage adverse environmental and water quality impacts during the construction phase of the development and to minimise the risk of erosion, sedimentation and pollution within or from the site during this*



*construction phase)***SECTION F: CONDITIONS TO BE COMPLIED WITH DURING DEMOLITION, BUILDING OR SUBDIVISION WORKS****29. Public Liability Insurance**

Any person or contractor undertaking works on public land must take out Public Risk Insurance with a minimum cover of \$20 million in relation to the occupation of public land and the undertaking of approved works within 'Council's' road reserve or public land, as approved by this Notice of Determination. The Policy is to note, and provide protection/full indemnification for Goulburn Mulwaree Council, as an interested party. A copy of the Policy must be submitted to 'Council' prior to the commencement of any works. The Policy must be valid for the entire period that the works will be undertaken.

**Note:** Applications for hoarding permits, vehicular crossings etc. will require evidence of insurance upon lodgement of the application.)

**(Reason:** To ensure the community is protected from the cost of any claim for damages arising from works on public land)

**30. Dust Emissions and Air Quality**

Any person acting on this Notice of Determination must ensure that:-

- a) materials must not be burnt on the 'site';
- b) vehicles entering and leaving the 'site' with soil or fill material must be covered;
- c) dust suppression measures as required must be carried out throughout the undertaking of the 'works' to minimise wind-borne emissions;
- d) exposed surfaces and stockpiles are suppressed by regular watering or hydro mulching;
- e) odour suppression measures must be carried out where appropriate so as to prevent nuisance occurring at adjoining properties;
- f) public roads used by these trucks are kept clean; and
- g) land stabilisation works are carried out progressively on site to minimise exposed surfaces.

**(Reason:** To protect the environment and the amenity of the surrounding area)

**31. Construction Hours**

All 'works' must be restricted to within the hours of 7.00 am to 6.00 pm Monday to Friday and on Saturday to within the hours of 8.00 am to 1.00 pm inclusive, with no work on Sundays and Public Holidays.

Demolition and excavation works must be restricted to within the hours of 8.00 am to 5.00 pm Monday to Friday only.

All builders, excavators must display, on-site, their twenty-four (24) hour contact telephone number, which is to be clearly visible and legible from any public place adjoining the site.

**Note:** Demolition work means any physical activity to tear down or break up a structure (or part thereof) or surface, or the like, and includes the loading of demolition waste and the unloading of plant or machinery.

Excavation work means the use of any excavation machinery and the use of jackhammers, rock breakers, excavators, loaders, or the like, regardless of whether the activities disturb or alter the natural state of the existing ground stratum or are breaking up/removing materials from the site and includes the unloading of plant or machinery associated with excavation work.

**(Reason:** To ensure that works do not interfere with reasonable amenity expectations of residents and the community)

32. **Sediment and Erosion Control Signage**  
Durable signs must be erected during the 'works' in a prominent location on 'site' warning of penalties should appropriate erosion and sedimentation control devices not be utilised or maintained.  
(Reason: *To protect the environment from the effects of sedimentation and erosion from development sites*)
33. **Alterations to Utility Services**  
Any necessary alterations to, or relocations of, utility services must be carried out at no cost to the 'Council' or the relevant public authority.  
(Reason: *To ensure costs associated with the development are not transferred to the public*)
34. **Use of Road Reserve**  
All 'works', processes, storage of materials, loading and unloading associated with the development must occur entirely within the property. Equipment must not be operated on the footpath or roadway, unless prior written approval has been obtained from 'Council' as the Roads Authority.  
Note: *Works and /or activities required to be undertaken within the road reserve are controlled through the issue of an approval/permit under s.138 Roads Act 1993.*  
(Reason: *To ensure public safety and amenity on public land*)
35. **Unexpected Finds Protocol – Aboriginal Heritage**  
In the event that surface disturbance identifies a new Aboriginal object, all 'works' on 'site' must halt in the immediate area and to an outer radius of no less than twenty meters to prevent any further impacts of the object(s). A suitably qualified archaeologist and the registered Aboriginal Land Council representatives must be contacted to determine the significance of the object(s). The 'site' if required is to be registered in the Aboriginal Heritage Information Management System (AHIMS) along with the management outcome for the 'site'.  
The person having the benefit of this Notice of Determination must consult with the Aboriginal Land Council community representatives, the archaeologist and Heritage NSW to develop and implement management strategies for all objects/sites. 'Works' must only recommence with the written approval of Heritage NSW and only after a copy of that approval has been forwarded to the 'Certifier' and 'Council'.  
(Reason: *To ensure the correct preservation and respect of aboriginal heritage*)
36. **Waste Derived Fill Material**  
The only waste derived fill material that may be received at the development 'site' is:  
a) Virgin excavated natural material (VENM) within the meaning of the *Protection of the Environment Operations Act 1997*; and  
b) Any other waste derived material the subject of a resource recovery exemption under clauses 91 & 92 of the *Protection of the Environment Operations (Waste) Regulation 2014* that is permitted to be used as fill material.  
Any waste derived material the subject of a resource recovery exemption received at the development 'site' must be accompanied by documentation as to the material's compliance with the exemption conditions and must be provided to the 'Principal Certifier'.  
(Reason: *To ensure that imported fill that is of an acceptable standard for environmental protection purposes*)

**37. Earthworks**

Excess fill shall be conveyed to an approved waste management facility or otherwise utilised in accordance with a lawful Development approval. Evidence of lawful disposal shall be kept by the development proponent.

*(Reason: To ensure that excess fill is lawfully managed)*

**SECTION G: CONDITIONS TO BE COMPLIED WITH AT ALL TIMES****38. Water NSW – Stormwater Management**

At all times all the stormwater treatment devices shall be monitored, maintained and managed as per the Operational Environmental Management Plan.

*(Reason: To ensure that the stormwater quality management measures and structures for the proposed subdivision have a sustainable neutral or beneficial impact on water quality over the longer term)*

**SECTION H: CONDITIONS TO BE COMPLIED WITH PRIOR TO THE ISSUE OF A SUBDIVISION CERTIFICATE****39. Release of Subdivision Certificate**

Prior to the issue of any Subdivision Certificate the person having the benefit of this Notice of Determination must demonstrate to 'Council' that all conditions set out within this Notice of Determination have been complied with and all works completed. A Subdivision Certificate must not be issued where the development undertaken is in breach of this Notice of Determination.

*(Reason: To ensure that the development is completed to an acceptable standard prior to registration)*

**40. Planning Agreement Work**

Prior to the issue of any Subdivision Certificate the person having the benefit of this Notice of Determination must demonstrate to 'Council' that all the work committed within the endorsed Planning Agreement has been completed.

*(Reason: To ensure that the Planning Agreement works have been completed and meet the overall aim of provision of works having public benefit)*

**41. Subdivision Certification**

A Subdivision Certificate that authorises the registration of a plan of subdivision at the NSW Land Registry Services must be obtained. The following must be submitted to 'Council' with any application for a subdivision certificate:

- a) the original plans of subdivision and administration sheets plus two (2) copies of each, and any original s.88B instrument to be endorsed, all enclosed in a protective sleeve (to prevent damage during transfer);
- b) an electronic version of all files being submitted including Word documents of all s.88 instruments;
- c) application for subdivision certificate form duly completed with payment of fees current at lodgement;
- d) written evidence in the form of a full condition compliance table that demonstrates how all the conditions contained within this Notice of Determination have been satisfied (including submission of all required certificates and/or information where required); and
- e) all other information required by the 'the Act' and 'the Regulation'.

*Notes: 'Council' will check the consent conditions on the relevant subdivision consent. Failure to submit the required information will delay endorsement of the plan of subdivision and may require payment of rechecking fees or refusing the certificate.*

*'Council' will not accept bonds in lieu of completing subdivision works.*

*(Reason: To ensure compliance with relevant legislative requirements and maintenance of up to date Council records)*

**42. Water Management Act**

A Compliance Certificate issued under s.307 of the *Water Management Act 2000* must be obtained from the Utilities Division of 'Council' prior to the issue of any Subdivision Certificate.

*(Reason: To ensure compliance with the statutory requirements)*

**43. Gas Service Provision**

Prior to the issue of the Subdivision Certificate, written evidence including works as executed plan(s) from the gas supply authority (i.e. Jemena) must be supplied to 'Council' to confirm that the gas network has been extended into and throughout the subdivision to service each new allotment.

All adjustments to existing utility services made necessary by the development are to be undertaken at no cost to 'Council'.

*(Reason: To ensure adequate servicing of the development)*

**44. Electrical Supply Services**

Prior to the issue of any Subdivision Certificate a Notification of Arrangements from the electricity supply authority (i.e. Essential Energy) must be supplied to 'Council' confirming that electrical infrastructure has been installed and that satisfactory arrangements have been made for the supply of low voltage reticulated electricity to each proposed Lot.

All adjustments to existing utility services made necessary by the development are to be undertaken at no cost to 'Council'.

*(Reason: To ensure adequate servicing of the development)*

**45. NBN Services within Lots**

Prior to the issue of the Subdivision Certificate, a letter of practical completion from the telecommunications infrastructure provider (i.e. NBN) must be provided to 'Council' confirming that arrangements have been made for the provision of underground telecommunications at the front boundary of each allotment in the subdivision.

*(Reason: To ensure adequate servicing of the development)*

**46. Easements, Rights of Way and Restrictions as to User**

All easements, rights-of-way, right-of-carriageway, and restrictions-as-to-user as indicated on the plans submitted with the application for a Subdivision Certificate, together with the following additional easements/rights-of-way/restrictions, naming Goulburn Mulwaree Council as the sole authority empowered to release or modify the same are to be prepared for registration on the title of the relevant Lots:

- a) All 'Council' sewer and stormwater infrastructure.
- b) To ensure that there is no additional vehicular access to the rear laneway, a restriction as to user preventing vehicular access to the rear of the lots via the rear laneway. The pre-coloured steel fence must not be altered to install an opening to enable any access– Lots 1-3.
- c) To minimise earthworks for future dwelling proposals and to utilise the site benching provided as part of the subdivision works, future residential development shall be constructed only within those areas that are benched. The restriction as to user must show the benched areas as building envelopes on the Deposited Plan– Lots 1-4, and 9-12

Documentary evidence in the form of an endorsed instrument for registration by 'Council' under section 88 of the *Conveyancing Act 1919* must be provided to the 'Certifier' prior to the issue of any Subdivision Certificate.

*Note: Any reference to a plan must include the details of the title, author, drawing number, revision number and date of issue.*

*(Reason: To ensure proper management of land)*

**47. Extinguish existing encumbrances**

The existing rights of way and restriction as to user currently registered on Lot 2 DP 1099234 shall be extinguished.

Documentary evidence provided in the form of an instrument proposing the release of each of these dealings for registration by 'Council' under section 88 of the *Conveyancing Act 1919* must be provided to the 'Certifier' prior to the issue of any Subdivision Certificate.

*(Reason: The existing dealings registered on the land title are obsolete and must be removed to ensure that there are no implications to future lots. Proposed lot 1 shall not be accessed via the existing lane)*

48. **Water NSW – Future Dwellings**

There shall be a public positive covenant under Section 88E of the *Conveyancing Act 1919*, the prescribed authority being Water NSW, placed over all proposed lots requiring that future dwellings have a rainwater collection and reuse system that:

- have rainwater tanks with a minimum total capacity of 10,000 litres above any volume required for mains top-up
- ensure roofs and gutters are designed to maximise the capture of rainwater in the tanks
- ensure that the tanks are plumbed to toilets, laundry and other areas for non-potable use including use for gardens, and
- ensure rainwater tank overflow is directed to street stormwater drainage system.

Documentary evidence in the form of an endorsed instrument for registration by 'Council' under section 88 of the *Conveyancing Act 1919* must be provided to the 'Certifier' prior to the issue of any Subdivision Certificate.

*(Reason: To ensure stormwater runoff from the future dwellings and associated infrastructure is appropriately managed and maintained so as to ensure an overall and sustainable neutral or beneficial impact on water quality over the longer term)*

49. **Final Geotechnical Report**

A Geotechnical report shall be prepared by a suitably qualified and experienced Geotechnical Consultant at the completion of works and submitted to 'Council'. The report shall include:

- a) A classification for each proposed Lot for residential building construction in accordance with AS.2870-1996 (as amended) at the cost of the developer. Lot classifications must be based on test locations within each Lot. If cut and fill is carried out as part of the construction of the subdivision, this must be clearly documented on the works as executed plans.

Lot classification tests must be carried out after all cut and fill and compaction has been completed. Classification test results demonstrating compliance with the above must be provided to 'Council' prior to the issue of any Subdivision Certificate for each construction stage.

- b) Certification that all earthworks within the site have complied with the approved Subdivision Works certificate plans;
- c) Certification that all recommendations contained in geotechnical reports lodged in support of the development have been satisfied; and
- d) The exact extent of any restricted building zones or any other restrictions affecting any of the allotments.

Documentary evidence from 'Council' confirming that this condition has been satisfied must be provided to the 'Certifier' prior to the issue of any Subdivision Certificate.

*(Reason: To ensure each allotment is capable of development for residential*

*development in accordance with accepted Australian Standards)*

50. **Certification of Civil Works**

An appropriately qualified and practising accredited Civil Engineer must certify to the 'Principal Certifier':

- a) that the stormwater drainage system has been constructed in accordance with this Notice of Determination and the provisions of the applicable Australian Standard;
- b) that the road infrastructure has been constructed in accordance with this Notice of Determination and the provisions of the applicable Australian Standard; and
- c) that the footpath infrastructure has been constructed in accordance with this Notice of Determination and the provisions of the applicable Australian Standard;

A copy of the certificate(s) must be submitted to 'Council' upon completion of the 'works' and prior to the issue of any Subdivision Certificate.

Documentary evidence confirming that the above requirements have been fulfilled must be provided to the 'Principal Certifier' prior to the issuing of any Subdivision Certificate.

*(Reason: To ensure compliance with the conditions of consent)*

51. **Disposal Information**

Prior to the issue of any Subdivision Certificate the person having the benefit of this Notice of determination must provide to the 'Principal Certifier' copies of all waste disposal receipts and documentation demonstrating that all demolition and construction waste has been lawfully disposed in accordance with the Waste Management Plan.

The 'Principal Certifier' must be satisfied that quantity of waste disposed of or recycle is commensurate to the quantity of waste actually generated by the 'works'.

*(Reason: To ensure waste material is appropriately recycled and lawfully disposed)*

52. **Water NSW – Stormwater Management**

A suitably qualified stormwater consultant or engineer shall certify in writing to Water NSW and 'Council' prior to the issuance of a Subdivision Certificate that all stormwater management structures have been installed as per these conditions of consent and are in a functional state.

Documentary evidence demonstrating compliance with this condition must be submitted to, and approved by 'Principal Certifier' prior to the issue of any Subdivision Certificate.

*(Reason: To ensure that the stormwater quality management measures and structures for the proposed subdivision have a sustainable neutral or beneficial impact on water quality over the longer term)*

53. **Water NSW – Stormwater Management**

An Operational Environmental Management Plan shall be prepared in consultation with Water NSW and 'Council' by a person with knowledge and experience in the preparation of such plans. The Plan shall be prepared prior to the issuance of a Subdivision Certificate. The Plan shall be provided to 'Council' when the management and maintenance of the biobasin is handed over to 'Council'. The Plan shall:

- include details on the location, description and function of stormwater management structures such as pits, pipes, interallotment drainage, bioretention basin, and any other stormwater structures and drainage works
- outline the responsibilities and detailed requirements for the inspection, monitoring and maintenance of all stormwater management structures, including the frequency of such activities

- identify the individuals or positions responsible for inspection and maintenance activities, including a reporting protocol and hierarchy
- identify detailed requirements and measures for the protection of bioretention basins from future upstream construction works i.e. construction of dwellings on future lots, and
- include checklists for recording inspections and maintenance activities.

Documentary evidence demonstrating compliance with this condition must be submitted to, and approved by '*Principal Certifier*' prior to the issue of any Subdivision Certificate.

*(Reason: To ensure that the stormwater quality management measures and structures for the proposed subdivision have a sustainable neutral or beneficial impact on water quality over the longer term)*

**54. Infrastructure Repair Prior to Completion of Works**

Prior to the issue of a Subdivision Certificate all damage caused by the '*works*' -

- a) in the road reserve must be fully completed;
- b) must repair and make good any damaged public infrastructure caused as a result of any '*works*' relating to the development (including damage caused by, but not limited to, delivery vehicles, waste collection, contractors, sub-contractors, concrete vehicles) must be fully repaired; and
- c) must be made good in accordance with '*Council's*' engineering standards and at no cost to '*Council*'.

Documentary evidence from '*Council*' as the roads authority confirming that this condition has been satisfied must be provided to the '*Certifier*' prior to the issue of any Subdivision Certificate.

*(Reason: To ensure damage caused by the works is repaired at no cost to the public)*

**55. Vegetation Cover**

Upon completion, all exposed and unvegetated areas throughout the site must be treated with a grass seed based emulsion (hydro seeding) for the purpose of establishing a vegetation cover over the site and must be completed prior to the issue of any Subdivision Certificate.

*(Reason: To ensure vegetation growth post-development and to protect the environment)*

**56. Road Naming**

The submission of a name(s) for the new road/s must be made to '*Council*', prior to the issue of any Subdivision Certificate. The approved road name/s are to be written on the plan of subdivision. The applicant is to pay for the supply and erection of all the necessary signs to '*Council*' prior to the issue of a Subdivision Certificate. Alternatively, the developer must carry out the works in accordance with AS.1742.

The proposed road name for the new road(s) will need to be submitted to Council for approval in accordance with '*Council's*' Approved Names for Road and Public Place Naming Policy and the Geographical Names Board of NSW Guidelines for the Naming of Roads. The number of signs is to be determined in consultation with Council's Engineering Services.

The person having the benefit of this Notice of Determination can make a written application to '*Council*' for a quote for the supply and installation of road signs in accordance with AS.1742.

For proposed street names that are not on the approved list, development proponents must follow the process within the above policy and first obtain approval before the Subdivision Certificate application is made. Fees will apply for any advertising required for proposed new street names.

Documentary evidence from ‘Council’ confirming that this condition has been satisfied must be provided to the ‘Certifier’ prior to the issue of any Subdivision Certificate.

**Note:** *Please not the process of selecting and having a road name approved can take up to six (6) months.*

**(Reason:** *To ensure that road names are to Council’s standards)*

**57. Street Name Signs and Posts**

Street name signage must be provided and installed prior to the issue of any Subdivision Certificate in accordance with Council’s Standards for Engineering Works.

**Note:** *Street name signage blades must not overhang the kerb edge.*

**(Reason:** *To ensure that ‘Council’ records are accurate, and that individual lot numbering complies with the requirements of the NSW)*

**58. Street Numbering**

A Subdivision Certificate must not be issued until the approved street numbering has been installed on each Lot. The street numbering has been allocated as follows:-

Lot No.	Street Address	Lot No.	Street Address
1	1 New Road	8	12 New Road
2	3 New Road	9	10 New Road
3	5 New Road	10	8 New Road
4	7 New Road	11	6 New Road
5	9 New Road	12	4 New Road
6	11 New Road	13	2 New Road
7	14 New Road	14	30b Sloane Street

Documentary evidence from confirming that this condition has been satisfied must be provided to the ‘Certifier’ prior to the issue of any Subdivision Certificate.

**(Reason:** *To ensure that that each proposed Lot is addressed in accordance with NSW addressing standards)*

**59. Landscaping Finalisation**

At the conclusion of all subdivision ‘works’ within each stage all landscaping ‘works’ that are to revert to the care and control of ‘Council’ must be offered up free from weeds, large rocks and stones and other foreign items, ground cover be fully established, be presented in a healthy condition and all trees supported by no less than two 50mm square hardwood stakes.

Documentary evidence from ‘Council’ as the roads authority confirming that this condition has been satisfied must be provided to the ‘Certifier’ prior to the issue of any Subdivision Certificate.

**(Reason:** *To ensure works reverting to the care and control of ‘Council’ have been finalised appropriately)*

**60. Landscaping Maintenance Period**

The person acting upon this Notice of Determination must maintain all soft landscaping ‘works’ and landscaping features that are nominated to revert to the care and control of ‘Council’ for a minimum period of 24-months following the issue of a Subdivision Certificate.

A comprehensive landscape maintenance plan must be prepared or where previously approved by this Notice of Determination be updated and revised by a



suitably qualified person in consultation with 'Council'. The agreed landscape maintenance plan must be accompanied by an unencumbered undertaking by the person having the benefit of this Notice of Determination to carry out the requirements of the maintenance plan for the duration of the maintenance period whether extended or not.

A street tree maintenance bond (per tree) and administration fee shall be paid prior to the issue of the Subdivision Certificate.

Documentation satisfying the requirements of this condition including evidence from 'Council' agreeing to the maintenance plan and copies of the maintenance plan must be provided to the 'Certifier' prior to the issue of any Subdivision Certificate.

**Note:** *Landscaping includes all soft landscaping and other items such as but not limited to, timber stakes, fencing, edging, benches, signs, tables.*

**(Reason:** *To ensure that landscaping works have been undertaken to an acceptable standard and allow for remedying of any defects that arise within 24-months after the work is completed)*

#### 61. Landscaping Maintenance Period Obligations

The person having the benefit of this Notice of Determination must maintain all landscaping 'works' dedicated to 'Council' during the maintenance period in accordance with the approved landscaping maintenance plan. An inspection of all landscaping 'works' dedicated to 'Council' including the procurement of a written report that identifies, current health, damage, defects, omissions, proposed remedial works and timing of those works must be provided to 'Council' at the following periods.

- a) Eight (8) months from issue of the Subdivision Certificate, the report must be supplied to 'Council' by the expiry of the eighth month;
- b) Sixteen (16) months from issue of the Subdivision Certificate, the report must be supplied to 'Council' by the expiry of the sixteenth month; and
- c) Twenty-three (23) months from issue of the Subdivision Certificate, the report must be supplied to 'Council' by the expiry of the twenty-third month.

'Council' may issue rectification notice(s) for any omission or defect in the work that existed at the time the notice was issued or at any time during the maintenance period or extension of that period.

Where the costs incurred by 'Council' for any works required to make good defects or compliance with the person having the benefit of this Notice of Determination must reimburse 'Council' in full.

**Note:** *The inspection and report must be undertaken and prepared by a suitably qualified person having regards to the nature of the dedicated works.*

*Where rectification works are required, they must be undertaken and completed within two (2) months of the report being submitted to 'Council'.*

**(Reason:** *To ensure that 'Council' infrastructure has been constructed to an acceptable standard)*

#### 62. Defects Engineering Bond

Prior to the release of the Subdivision Certificate the person acting upon this Notice of Determination is to lodge with 'Council' a Defects Bond for all 'works' that are nominated to revert to the care and control of 'Council', being a minimum of \$10,000 or 5% of the total cost of subdivision construction 'works' for each stage of the development, whichever is the greater. The bond must be in place prior to the release of any Subdivision Certificate and must remain in place for the required period of six (6) months from the date of endorsement of the Subdivision Certificate.

'Council' will accept a bank guarantee for the purpose of any bond required, however, the bank guarantee must be in a form acceptable to 'Council' and be

unconstrained by time.

Where the costs incurred by 'Council' for any works required to make good defects exceeds the value of any bond held by 'Council' the person having the benefit of the consent will reimburse 'Council' the difference.

*Note: Upon the expiration of the 6-month bond period, the applicant may apply for release of the bond. 'Council' may deduct from the bonded amount the cost of any maintenance work required to be undertaken by 'Council' as a result of incomplete or substandard works or the like.*

*(Reason: To ensure that works have been constructed to an acceptable standard and allow for remedying any defects in any such public work that arise within 6-months after the work is completed)*

### 63. Defects Period and Obligations

The person having the benefit of this Notice of Determination must maintain the public infrastructure and 'works' dedicated to 'Council' for a minimum period of twenty-four (24) months. An inspection of all public infrastructure and 'works' dedicated to 'Council' including the procurement of a written report that identifies all damage, defects, omissions, proposed remedial works and timing of those works must be provided to 'Council' at the following periods.

- a) Five (5) months from issue of the Subdivision Certificate, the report must be supplied to 'Council' by the expiry of the fifth month;
- b) Fourteen (14) months from issue of the Subdivision Certificate, the report must be supplied to 'Council' by the expiry of the fourteenth month; and
- c) Twenty-three (23) months from issue of the Subdivision Certificate, the report must be supplied to 'Council' by the expiry of the twenty-third month.

'Council' may issue rectification notice(s) for any omission or defect in the work that existed at the time the notice was issued or at any time during the maintenance period or extension of that period.

Where the costs incurred by 'Council' for any works required to make good defects or compliance with the person having the benefit of this Notice of Determination must reimburse 'Council' in full.

*Note: The inspection and report must be undertaken and prepared by a suitably qualified person having regards to the nature of the bonded works.*

*Where rectification works are required, they must be undertaken and completed within two (2) months of the report being submitted to 'Council'.*

*(Reason: To ensure that 'Council' infrastructure has been constructed to an acceptable standard)*

### 64. Works As Executed Drawings

The Developer must provide a copy of the Work As Executed (WAE) information on disk (PDF and DWG format) prior to the issue of the Subdivision Certificate.

The WAE plans are generally the design plans amended to indicate the as-built nature of the work and must include the following: -

- any departure from the approved plans;
- any additional work that has been undertaken;
- the location of council conduits, subsoil drains associated with road pavements;
- stop valves, hydrants, earthworks, sewer manholes, sewer junctions, interlot drainage inlet junctions and stormwater drainage pits;
- all other details of works to be handed over to Council; and
- certification by the developer's registered surveyor that the WAE drawings are

a full and accurate representation of the constructed works. This may be achieved by the stamping and signing of each plan.

Documentation demonstrating compliance with the requirements of this condition must be submitted to, and approved by the 'Certifier' prior to the issue of any Subdivision Certificate.

*(Reason: To ensure Council has an accurate record of public infrastructure)*

65. Provision of GIS Data

The GPS electronic data below is required to be provided to 'Council'. The provider must certify that the data provided complies with this clause.

- Survey Type/Standard - Real Time Kinematic (RTK) by registered surveyor
- Projection - GDA94 (MGA55)
- Position quality - Within 20mm horizontal, 30mm vertical
- File format - Co-ordinates to be provided in Excel \*.xls spreadsheet or comma delimited \*.txt or .csv; and line data to be provided in either MapInfo Tab or DWG formats
- Data required - Co-ordinates, AHD height, point codes and unique ID's, distinct lines connecting individual coordinate points clearly differentiated in colour for discrete assets. Levels in MGA (AHD)
- Code legend - Code legend to be provided

The following points, line and related tables are required: -

- Property - Individual lot boundary points;
- Roads -Kerb and gutter at invert to show line and length, including at tangent points. Footpaths on both edges to show line and length. Traffic island around the outside edge to show size and shape;
- Water Supply - Water mains at T-junctions and length. Hydrants at the centre of the cover. Stop valves at the centre of the cover. Meter boxes at the centre of the box;
- Sewer - Manholes at centre of lid. Property connections at the intersection point with the main and at the end of the junction;
- Stormwater - Pits at the centre of the lid. Headwalls at the centre of the headwall. Property connections at the intersection point with the main and at the end of the junction. Water quality devices e.g. swales, bio-detention basins, at relevant points to provide the outline; and
- Other - Other significant infrastructure features.

Documentary evidence from 'Council' confirming that this condition has been satisfied must be provided to the 'Certifier' prior to the issue of any Subdivision Certificate.

*(Reason: To ensure that GIS records are accurately maintained)*

66. s.7.12 Contributions

Under s.7.12 of 'the Act' 'Council' has determined that development contributions are applicable to this development, as the development is likely to require the provision of, or increase the demand for, public amenities and public services within the Goulburn Mulwaree local government area.

The following Goulburn Mulwaree Council developer contributions plans are applicable to the development:

- Section 94a Contribution Plan

The contributions in accordance with 'Council's Fees and Charges at the time of payment must be paid prior to the issue of any Subdivision Works Certificate.

The level of contributions is calculated on the cost of carrying out the works and in accordance with cl.25I of 'the Regulation' and 'Council's contribution plans at the time of payment.

A cost summary report must be completed for works under \$200,000. Where the value of the work exceeds \$200,000 the cost shall be certified by a Quantity Surveyor or an equivalent or acceptable alternative agreed to by Council.

Where staging of the 'works' occurs the value of the 'works' for each stage is to be calculated as a cumulative total.

Documentation as issued by 'Council' demonstrating that the contribution has been paid must be submitted to, and approved by the 'Certifier' prior to the issue of a Subdivision Certificate.

**Note:** *Copies of the Contributions Plans are available from 'Council' or alternatively, they can be downloaded from 'Council's' website.*

*Payment is to be accompanied by the attached sheet entitled "Summary of Charges". If payment is by personal or company cheque the plans subject to this approval will not be available for collection until such time as the cheque has been honoured (i.e. a minimum of 10 days).*

**(Reason:** *To retain a level of service for the existing population and to provide the same level of service to the population resulting from new development)*

## SECTION I: CONCURRENCE AGENCY CONDITIONS

### 67. Water NSW Concurrence

Water NSW concurs with Council granting consent to the application, subject to the conditions within the concurrence letter dated 24 December 2019, which must be satisfied during the relevant stage of the development and prior to the issue of the Subdivision Certificate (or at a time as otherwise stated in the condition).

**(Reason:** *To ensure the development has a neutral or beneficial effect on water quality)*

## SECTION J: ADVISORY INFORMATION

- a) Prior to commencing any building, subdivision or associated constructions works, the following provisions of 'the Act' are to be complied with:
  - (i) A Subdivision Works Certificate is to be obtained in accordance with Section 6.3 of 'the Act'.
  - (ii) A Principal Certifier is to be appointed and 'Council' is to be notified of the appointment in accordance with Section 6.12 of 'the Act'.
  - (iii) Council is to be notified at least two (2) days of the intention to commence building works, in accordance with Section 6.12(2)(a) of 'the Act'.
- b) Changes to the layout of the subdivision configuration may require the submission of a further modification under Section 4.55 of 'the Act'.  
Discussion with Council Development Liaison Team would assist in identifying such changes which may require the submission of a modification of a Development Application under Section 4.55 of 'the Act'.
- c) Prior to any 'Work' commencing on 'site' all services should be clearly located and identified by contacting "Dial before you Dig" by telephoning 1100 or utilising [www.1100.com.au](http://www.1100.com.au)
- d) 'Council's' fees and charges are adjusted annually on the 1<sup>st</sup> July, all fees are calculated at the time of payment this may mean that amounts required to be paid increase.

- e) Requirements for the submission of any electronic file or email to 'Council'
- a) file formats for general documents should be .pdf, docx, .xlsx, jpeg.
  - b) where s.88b instruments are provided these should be submitted in both .pdf and .docx formats.
  - c) all files must be named in accordance with the following naming standard examples
    - APPLICATION NUMBER\_DOCUMENT TITLE\_PROPERTY ADDRESS\_AUTHOR
    - DA\_0058\_2021\_Proposed plans Rev A\_184 Bourke Street Goulburn\_Goulburn Architects
    - DA should be replaced where applicable with MODDA, CC, MODCC, SWC, SUB depending on what application the file relates to.
  - d) The subject title of any email sent to 'Council' should be prefaced with the application number and address in the format noted above.

Section 375A of the *Local Government Act 1993* requires General Managers to record which Councillors vote for and against each planning decision of the Council, and to make this information publicly available.

**CARRIED**

In Favour: Crs Bob Kirk, Peter Walker, Andrew Banfield, Sam Rowland, Leah Ferrara, Alfie Walker, Margaret O'Neill, Carol James and Denzil Sturgiss

Against: Nil

## 15.2 POST EXHIBITION REPORT - PLANNING PROPOSAL TO INCLUDE WINGELLO PARK AS AN ITEM OF HERITAGE

### RESOLUTION 2020/482

Moved: Cr Sam Rowland

Seconded: Cr Leah Ferrara

That

1. The post exhibition report on the Planning Proposal to amend the provisions of Schedule 5 – Items of Environmental Heritage in *Goulburn Mulwaree Local Environmental Plan 2009* by adding "Wingello Park" by the Business Manager Strategic Planning be received.
2. Council amend the Planning Proposal to:
  - a) Clarify that it applies only to that portion of the site located within the Goulburn Mulwaree local government area.
  - b) The map identifying the extent of the listing over the entirety of the subject site be replaced with a map indicating the extent of the listing being within the areas indicated in the following map, and that associated descriptions of the proposal within the Planning Proposal document reflect this change.



3. Council endorse the Planning Proposal (as amended by Part 2 above) to amend Schedule 5 of *Goulburn Mulwaree Local Environmental Plan 2009* to include “Wingello Park” 14597 Hume Highway, Marulan (Lot 2 DP 1138469) as an item of environmental heritage.
4. A Draft Instrument be prepared that is consistent with the above amendment.
5. The Planning Proposal and relevant documentation be forwarded to the Department of Planning and Environment for plan making.

Section 375A of the *Local Government Act 1993* requires General Managers to record which Councillors vote for and against each planning decision of the Council, and to make this information publicly available.

**CARRIED**

In Favour: Crs Bob Kirk, Peter Walker, Andrew Banfield, Sam Rowland, Leah Ferrara, Alfie Walker, Margaret O'Neill, Carol James and Denzil Sturgiss

Against: Nil

**15.3 POST EXHIBITION REPORT - PLANNING PROPOSAL TO INCLUDE THE RU6 TRANSITION ZONE WITHIN CLAUSES 4.1AA AND 4.2B OF GM LEP 2009**

**RESOLUTION 2020/483**

**Moved:** Cr Andrew Banfield

**Seconded:** Cr Peter Walker

**That:**

1. The post exhibition report from the Senior Strategic Planner regarding the inclusion of the RU6 Transition Zone within Clauses 4.1AA and 4.2B be received.
2. Council endorse the current Planning Proposal to amend the Goulburn Mulwaree (GM) Local Environmental Plan (LEP) 2009 to include the RU6 Transition Zone in Clause 4.1AA (2) and Clause 4.2B (2) as a zone to which these Clauses apply.

3. A draft instrument be prepared that is consistent with the above amendment.
4. The General Manager use Council's delegated plan-making authority to implement the amendment described above as soon as practicable.

Section 375A of the *Local Government Act 1993* requires General Managers to record which Councillors vote for and against each planning decision of the Council, and to make this information publicly available.

**CARRIED**

In Favour: Crs Bob Kirk, Peter Walker, Andrew Banfield, Sam Rowland, Leah Ferrara, Alfie Walker, Margaret O'Neill, Carol James and Denzil Sturgiss

Against: Nil

## 15.5 2019/20 AUDITED FINANCIAL STATEMENTS

### RESOLUTION 2020/484

Moved: Cr Carol James

Seconded: Cr Leah Ferrara

That

1. The report from the Director Corporate & Community Services on the 2019/20 Audited Financial Reports be received.
2. The Audited Financial Statements for the year ending 30 June 2020 be received and the Financial Position of Council be noted.

**CARRIED**

## 15.6 2019/20 STATUTORY ANNUAL REPORT

### RESOLUTION 2020/485

Moved: Cr Peter Walker

Seconded: Cr Andrew Banfield

That

1. The report by the Director Corporate & Community Services on the 2019/20 Statutory Annual Report be received.
2. Council endorse the 2019/20 Statutory Annual Report as required by the Local Government Act 1993.

**CARRIED**

**15.7 QUARTERLY BUDGET REVIEW****RESOLUTION 2020/486****Moved: Cr Denzil Sturgiss****Seconded: Cr Carol James****That:**

- 1. The report of the Director Corporate & Community Services on the September 2020 Quarterly Budget Review be noted.**
- 2. The budgeted variations contained within the September 2020 Quarterly Review be approved.**

**CARRIED****15.8 MONTHLY FINANCIAL REPORT****RESOLUTION 2020/487****Moved: Cr Peter Walker****Seconded: Cr Alfie Walker****That the report by the Director Corporate & Community Services and the Business Manager Finance & Customer Service on the Monthly Financial Report be received and noted for information.****CARRIED****15.9 STATEMENT OF INVESTMENTS & BANK BALANCES****RESOLUTION 2020/488****Moved: Cr Alfie Walker****Seconded: Cr Denzil Sturgiss****That the report by the Director Corporate & Community Services and the Business Manager Finance & Customer Service on the Statement of Investments and Bank Balances be received.****CARRIED****15.10 ST CLAIR CONSERVATION WORKS - STATUS REPORT****RESOLUTION 2020/489****Moved: Cr Andrew Banfield****Seconded: Cr Carol James****That the report from the Business Manager Marketing, Events & Culture on the status of the St Clair Conservation Works be received.****CARRIED**



**15.11 GOULBURN AQUATIC CENTRE REDEVELOPMENT STAGE 1 CONSTRUCTION - OCTOBER 2020 STATUS REPORT**

**RESOLUTION 2020/490**

**Moved: Cr Peter Walker  
Seconded: Cr Alfie Walker**

**That the report from the Director of Operations on the status of the Goulburn Aquatic Centre Redevelopment Stage 1 construction works be received.**

**CARRIED**

**15.12 GOULBURN PERFORMING ARTS CENTRE - OCTOBER 2020 STATUS REPORT**

**RESOLUTION 2020/491**

**Moved: Cr Carol James  
Seconded: Cr Denzil Sturgiss**

**That the report from the Director of Operations on the status of the Goulburn Performing Arts Centre construction be received.**

**CARRIED**

**15.13 NATURAL DISASTER ESSENTIAL PUBLIC ASSET RESTORATION PROJECT - OCTOBER 2020 STATUS REPORT**

**RESOLUTION 2020/492**

**Moved: Cr Peter Walker  
Seconded: Cr Andrew Banfield**

**That the report from the Business Manager Works on the status for the Natural Disaster Essential Public Asset Restoration Project received.**

**CARRIED**

**15.14 MOUNTAIN ASH ROAD BLACKSPOT PROJECT - OCTOBER 2020 STATUS REPORT**

**RESOLUTION 2020/493**

**Moved: Cr Andrew Banfield  
Seconded: Cr Sam Rowland**

**That the monthly status report on Mountain Ash Road Blackspot project from the Business Manager of Works be received.**

**CARRIED**

**15.15 COOKBUNDOON PAVILION UPGRADE - OCTOBER 2020 STATUS REPORT**

**RESOLUTION 2020/494**

**Moved: Cr Andrew Banfield**

**Seconded: Cr Peter Walker**

**That the report from the Business Manager Community Facilities on Cookbundoon Pavilion Upgrade Status Report be received.**

**CARRIED**

**15.16 CANBERRA REGION JOINT ORGANISATION BOARD MINUTES - 26 OCTOBER 2020**

**RESOLUTION 2020/495**

**Moved: Cr Denzil Sturgiss**

**Seconded: Cr Alfie Walker**

**That the minutes from the Canberra Region Joint Organisation Board meeting of the 26 October 2020 be noted.**

**CARRIED**

**15.17 GOULBURN MULWAREE YOUTH COUNCIL MEETING NOTES - 30 OCTOBER 2020**

**RESOLUTION 2020/496**

**Moved: Cr Carol James**

**Seconded: Cr Denzil Sturgiss**

**That the report from Cr Carol James in relation to the Goulburn Mulwaree Youth Council Meeting Notes held on the 30 October 2020 be received.**

**CARRIED**

**15.18 COPFORD REACH WORKING PARTY MINUTES - 5 NOVEMBER 2020**

**RESOLUTION 2020/497**

**Moved: Cr Peter Walker**

**Seconded: Cr Sam Rowland**

**That the Copford Reach Working Party Minutes dated 5 November 2020 report from the General Manager be noted.**

**CARRIED**

**15.19 CORPORATE & COMMUNITY SERVICES DIRECTORATE REPORT OCTOBER 2020**

**RESOLUTION 2020/498**

**Moved: Cr Sam Rowland**

**Seconded: Cr Carol James**

**That the activities report by the Director Corporate & Community Services be received and noted for information.**

**CARRIED**

**15.20 OPERATIONS DIRECTORATE REPORT - OCTOBER 2020**

**RESOLUTION 2020/499**

**Moved: Cr Sam Rowland**

**Seconded: Cr Alfie Walker**

**That the activities report for October 2020 by the Director Operations be received and noted for information.**

**CARRIED**

**15.21 UTILITIES DIRECTORATE REPORT - OCTOBER 2020**

**RESOLUTION 2020/500**

**Moved: Cr Sam Rowland**

**Seconded: Cr Carol James**

**That the report from the Director Utilities be received and noted for information.**

**CARRIED**

**15.22 PLANNING & ENVIRONMENT DIRECTORATE REPORT OCTOBER 2020**

**RESOLUTION 2020/501**

**Moved: Cr Alfie Walker**

**Seconded: Cr Leah Ferrara**

**That the activities report by the Director Planning & Environment be received and noted for information.**

**CARRIED**

The meeting was adjourned at 7.51pm for dinner and will reconvene in 30 minutes.

The meeting reconvened in Open Council at 8.25pm.

**16 CLOSED SESSION**

Council must resolve to move into Closed Session to deal with any items under s10 *Local Government Act 1993*.

**16 CLOSED SESSION****RESOLUTION 2020/502**

**Moved: Cr Denzil Sturgiss**

**Seconded: Cr Alfie Walker**

**That Council discuss Item 15.4 2021T0005 Cookbundoon Pavilion Upgrade Tender Evaluation in Closed Session to discuss Financial Information contained within the evaluation report which was part of a Closed Session attachment.**

**This matter is considered to be confidential under Section 10A(2) - di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.**

**CARRIED**

Council resolved into Closed Session at 8.27pm.

Council resolved into Open Council at 9.08pm.

**RESOLUTION 2020/503**

**Moved: Cr Alfie Walker**

**Seconded: Cr Sam Rowland**

**That Council moves out of Closed Council into Open Council.**

**CARRIED**

**15.4 2021T0005 COOKBUNDOON PAVILION UPGRADE TENDER EVALUATION**

Cr Sturgiss left the meeting at 9.12pm and did not return.

**RESOLUTION 2020/504**

**Moved: Cr Margaret O'Neill**

**Seconded: Cr Carol James**

**That:**

- 1. The report from the Business Manager Community Facilities on 2021T0005 Cookbundoon Pavilion Upgrade Tender Evaluation be received;**
- 2. The tender from ARW Multigroup for \$1,008,672.06 (incl. GST) is accepted in accordance with the specification and documents for Tender No 2021T0005 due to them scoring the highest value for money ranking in the evaluation process.**
- 3. The General Manager is authorised to approve a variation of up to \$45,814 (incl. GST) for this project.**
- 4. Unexpended funds from the 2020/21 budget allocation be carried forward to 2021/22.**
- 5. The name Ray Harvey be retained on the new pavilion.**

**CARRIED**

**17 CONCLUSION OF THE MEETING**

**The Meeting closed at 9.14pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 1 December 2020.**

.....  
**Cr Bob Kirk**  
**Mayor**

.....  
**Warwick Bennett**  
**General Manager**

**11 MATTERS ARISING**

**11.1 MATTERS ARISING FROM COUNCIL MEETING MINUTES FROM THE 17 NOVEMBER 2020**

**Author:** Warwick Bennett, General Manager

**Authoriser:** Warwick Bennett, General Manager

**Attachments:** Nil

**11.2 OUTSTANDING TASK LIST FROM ALL PREVIOUS MEETINGS**

**Author:** Warwick Bennett, General Manager

**Authoriser:** Warwick Bennett, General Manager

**Attachments:** 1. Task List - 1 December 2020 [↓](#) 

**RECOMMENDATION**

That Council notes the Task List and authorises the deletion of completed tasks.

**REPORT**

Please find attached the Task List for matters resolved at previous Council meetings that are still currently under action.

## OUTSTANDING TASK LIST



Item/Task	Responsible Officer	Status
<p><u>Ducks Lane and Run-O-Waters Traffic Management Plan</u></p> <p>1. The General Manager to commence without prejudice to the determination by the Council of their development application to commence discussions with developers in the Shannon Drive area to determine their intended dates to commence physical works and seek if there is any appetite for the developers to enter into a voluntary planning agreement (VPA) that would allow Council to undertake the physical works generally known as Shannon Drive extension in the 2018/19 financial year.</p>	General Manager	This matter has been deferred pending feedback from the applicants
<p><u>B6 Enterprise Corridor Planning Proposal</u></p> <p>This application refers to the B6 zone land on Long Street and northern side of Sydney Road that is being rezoned to residential</p>	Director Planning & Environment	Public exhibition complete – now preparing report to Council
<p><u>Mogo Road Hi Quality</u></p> <p>General Manager to report back on works to be undertaken to fully implement development application</p>	General Manager	Consultation occurring with Hi Quality
<p><u>Community Centre Options</u></p> <p>Location of Community Centre deferred 18 months</p>	General Manager	Will be referred to Council in December 2021.
<p><u>Residential Care Facility at Run-O-Waters</u></p> <p>Preparing Planning Proposal for consideration by Department of Planning</p>	Director Planning and Environment	Planning Proposal being prepared
<p><u>Waste Water Farm Expressions of Interest</u></p> <p>The three applicants for the expressions of interest have been invited to present additional information and to attend a Council Briefing on the 27 October 2020</p>	Director Utilities	Report being prepared and will be presented to the next meeting of Council
<p><u>Veolia Host Fees</u></p> <p>The Mayor and General Manager to continue discussions with Veolia</p>	General Manager	Awaiting responses from Veolia



## OUTSTANDING TASK LIST



Item/Task	Responsible Officer	Status
<p><u>Development Service Plan – Goulburn Stormwater</u></p> <p>To be placed on public exhibition for 30 working days</p>	Scott Martin	Currently being audited before public exhibition begins
<p><u>Goulburn Mulwaree Local Infrastructure Contributions Plan</u></p> <p>To be placed on public exhibition for 28 days</p>	Scott Martin	Public consultation complete on Monday 23 November. No submissions received. Report being prepared for Council.
<p><u>Residential and Subdivision Development Controls - Development Control Plan Amendment</u></p> <p>To be placed on public exhibition for 28 days</p>	Scott Martin	Public consultation complete on Friday 20 November. No submissions received. Report being prepared for Council.
<p><u>Proposed Amendment to DCP 2009 - Vegetation Chapter</u></p> <p>To be placed on public exhibition for 28 days</p>	Scott Martin	Public consultation complete on Friday 20 November. No submissions received. Report being prepared for Council.
<p><u>Museum of Applied Arts &amp; Sciences - Maudslay Beam Engine</u></p> <p>The General Manager to prepare a separate report to Council on the cost of building extension and relocation costs to house Maudslay Beam Engine.</p>	General Manager	Report being prepared

**12 MAYORAL MINUTE(S)**

Nil

**13 NOTICE OF MOTION(S)**

Nil

**14 NOTICE OF RESCISSION(S)**





Nil

**15 REPORTS TO COUNCIL FOR DETERMINATION**

**15.1 PLANNING PROPOSAL- COMMERCIAL HORSE FACILITIES, RACECOURSE DRIVE, GOULBURN**

**Author:** David Kiernan, Senior Strategic Planner

**Authoriser:** Warwick Bennett, General Manager

- Attachments:**
1. Attachment 1\_Racecourse Drive Equestrain Precinct Draft DCP Chapter [↓](#) 
  2. Attachment 2\_ Council Resolution\_19 June 2018 [↓](#) 
  3. Attachment 3\_ Water NSW Referral Response\_7 Aug 2019 [↓](#) 
  4. Attachment 4\_ Water NSW Referral Response\_4 Nov 2020 [↓](#) 

<b>Reference to LSPS:</b>	Planning Priority 4: Housing – Vision 2040 - A range and diversity in housing type, which is contextual and affordable and is primarily centred around Goulburn and Marulan.
<b>Submissions</b>	Two Water NSW Referral Responses
<b>Cost to Council</b>	Nil

**RECOMMENDATION**

That:

1. The report from the Senior Strategic Planner regarding a Planning Proposal to amend *Goulburn Mulwaree Local Environmental Plan 2009* and *Development Control Plan 2009* by allowing commercial horse stabling in the Racecourse Drive precinct be received.
2. Council resolve to proceed to amend the *Goulburn Mulwaree Local Environmental Plan 2009* by preparing a Planning Proposal to permit commercial stabling of horses within the Racecourse Drive precinct as detailed in the map below.



3. The Planning Proposal be forwarded to the Department of Planning, Industry and Environment for a gateway determination in accordance with section 3.34 of the Environmental Planning and Assessment Act 1979.
4. The Department of Planning, Industry and Environment be advised that Council wishes to be

delegated as the plan making authority for this proposal.

5. In the event that the Department of Planning, Industry and Environment issues a gateway determination to proceed with the Planning Proposal, consultation be undertaken with the community and government agencies in accordance with any directions of the gateway determination.
6. Subject to (3) above, Council place a draft addition to Part 8: Site Specific Provisions, 'Racecourse Drive Equestrian Precinct' Chapter of Development Control Plan 2009 on public exhibition with the Planning Proposal for a minimum of 28 days, in general accordance with Attachment 1.

Section 375A of the *Local Government Act 1993* requires General Managers to record which Councillors vote for and against each planning decision of the Council, and to make this information publicly available.

Introduction This report considers the need for a Planning Proposal and Development Control Plan (DCP) amendment to enable the small-scale commercial stabling (agistment) of horses within a residential precinct which was previously subdivided from Goulburn Racecourse (31 lots north and south of Racecourse Drive, Goulburn). This will be achieved by permitting the **Intensive Livestock Agriculture land-use** (restricted to equine uses) on the identified lots currently zoned R5 Large Lot Residential under Goulburn Mulwaree Local Environmental Plan (GM LEP) 2009, as illustrated in Figure 1.

This amendment has previously been flagged by Council through its June 2018 resolution “to prepare a future planning proposal to reinstate the use of the subject land for the purpose of equestrian stabling and/or large animal veterinarian facilities...” (**Attachment 2**).

This planning proposal seeks to fulfil this resolution and enable the agistment of horses (commercial stabling) within close proximity to Goulburn Racecourse to create an equestrian lifestyle precinct. The Proposal does not seek to address ‘large animal veterinarian facilities’ which are also prohibited within the R5 Large Lot Residential zone under the GM LEP 2009, as Council has not received any expressions of interest for such facilities. Veterinary hospitals are permissible in a number of zones and are not considered to be necessary in the context of value adding lifestyle development to the racecourse precinct.



Figure 1: Racecourse Drive Planning Proposal Subject Site

**BACKGROUND**

This planning proposal is a culmination of a number of historical events which have led to the consideration of specifically enabling equine uses within a residential precinct in close proximity to Goulburn Racecourse. This history is summarised in Table 1 below:

<b>Planning Proposal Timeline of Events</b>	
<b>2004</b>	Goulburn and Mulwaree Councils merge. Goulburn LEP 1990- northern parcel of subject site has a R5 zoning.
<b>26 October 2007</b>	Goulburn and District Racing Club gain subdivision approval 263/0607 under Goulburn LEP 1990 for the northern parcel of the subject site.
<b>2009</b>	Goulburn Mulwaree LEP 2009- northern parcel of subject site inadvertently rezoned to RE2 Public Recreation removing the permissibility of dwellings.
<b>6 June 2011</b>	Modification application (MOD/0067/1011) to subdivision approval (263/0607) approved. – This provided for a staged subdivision. Stage 1 comprising the subdivision of the northern subject site from the wider Racecourse. Stage 2 being the subdivision of the northern subject site into 12 individual lots.
<b>October 2011</b>	The Crag Group purchase the site with the intention of progressing Stage 2 of the modified consent.
<b>21 March 2013</b>	Council receives a letter from The Crag Group requesting the land subject to subdivision be rezoned to allow for dwelling houses.
<b>28 May 2015</b>	Letter from Council advising current RE2 zoning is an anomaly to be corrected through a future LEP review.
<b>15 December 2015</b>	Council resolved to proceed to Gateway for Planning Proposal REZ/0001/1516 to rezone land at 1 Racecourse Drive from RE2: Private Recreation to R5: Large Lot Residential.
<b>3 October 2017</b>	Request for Gateway determination sent to Department of Planning, Industry and Environment (DPIE).
<b>2 November 2017</b>	Gateway Determination received for Planning Proposal REZ/0001/1516.
<b>22 March - 6 April 2018</b>	Public Exhibition on Planning Proposal REZ/0001/1516.
<b>19 June 2018</b>	Post exhibition Report on Planning Proposal REZ/0001/1516 endorsed at Council meeting. Council resolve to prepare a future Planning Proposal to reinstate equestrian uses on R5 lots around Goulburn Racecourse. Copy of resolution provided in <b>Attachment 2</b> .
<b>7 September 2018</b>	Planning Proposal R5 zoning and 2000m2 minimum lot size changes gazetted/finalised (Amendment 11).
<b>7 August 2019</b>	Preliminary advice from Water NSW in relation to amending the LEP to enable equestrian stabling and/or large veterinary facilities under animal boarding or training establishments- Copy of advice provided in <b>Attachment 3</b> .
<b>19 December 2019</b>	Enquiry from local landowner on southern part of subject site requesting horse agistment. Landowner advised commercial stabling not currently permitted in the R5 large lot residential zone and an amendment to the LEP would be required.
<b>September 2020</b>	Amendments to LEP and DCP to enable equine uses on the north and south of the subject site drafted.
<b>9 October 2020</b>	Preliminary referral to Water NSW RE: Suitability of permitted Intensive Livestock Agriculture (Equestrian uses) through LEP amendment and draft DCP chapter.
<b>4 November 2020</b>	Referral response from Water NSW largely supporting approach with caveats and suggested amendments to the draft. Copy of advice provided in <b>Attachment 4</b> .

Table 1: Summary Timeline of Events

As presented in Table 1, there has been an anticipation for equine uses to be permissible on the northern part of the subject site since 2007. This is evident through the Goulburn and District Racing Club's subdivision approval and desire to create equine lifestyle lots. This desire has been repeated by a landowner within the southern part of the subject site who has requested that small-scale commercial stabling be permissible within the lots to the south of Racecourse Drive.

The planning proposal seeks to fulfil these ambitions and realise the previous Council resolution to enable the agistment of horses (commercial stabling) within close proximity to Goulburn Racecourse to create an equestrian lifestyle precinct.

## REPORT

The subject site illustrated in Figure 1 is zoned R5: Large lot residential in which the GM LEP 2009 currently prohibits the *Intensive Livestock Agriculture* land use. This definition is the only one which provides for the commercial stabling of horses (agistment).

The *Intensive Livestock Agriculture* land use is defined as “*the keeping or breeding, for commercial purposes, of cattle, poultry, pigs, goats, horses, sheep or other livestock*”.

A wide-range of animal uses are permissible under this land use and their associated impacts are considered to be significant, particularly within an urban fringe location and within close proximity to residential properties.

As such, it is imperative to constrain the Intensive Livestock Agriculture land use to horses only, to limit its impacts as much as possible and focus detailed controls on specifically addressing equine related impacts.

To enable this change, whilst minimising impacts, this Planning Proposal is seeking to:

- Amend Schedule 1: Additional Permitted Uses of the GM LEP 2009 to enable the Intensive Livestock Agriculture land use on the subject site but restricted to equine uses only. This restriction prevents the wider range of animals allowed within this land use and their associated impacts.
- Amend Part 7: Additional Local Provisions of the GM LEP 2009 to detail the types of equine uses permissible and prescribe controls on the number of horses allowed, alongside controls to limit their impacts on water quality, local amenity and erosion.

These changes are also supported by:

- The introduction of a new Site Specific Chapter to Part 8 of the GM DCP 2009 to provide more detailed controls relating to the construction and siting of stables, horse yards, fencing and material and waste storage, alongside water management (**Attachment 1**)

### Addressing Constraints

The subject site comprises both the land parcels to the north and south of Racecourse Drive (Figure 1). The northern land parcel has been subdivided into 12 lots but no dwellings have been constructed. The lots sizes are limited to 2000m<sup>2</sup> and stand in close proximity to Kenmore Creek. The southern land parcel comprises 19 residential lots with existing single storey, detached dwellings and lot sizes which vary between 2000m<sup>2</sup> at the smallest to 10746m<sup>2</sup> at the largest. The southern area stands in close proximity to a natural (non-perennial) drainage path. All of the subject lots are connected to Goulburn sewer and water infrastructure.

The subject site's limited lot sizes, combined with their proximity to watercourses and the potential impacts from horse related waste and effluent has been the primary consideration in the preparation of changes and additional controls proposed within the LEP and DCP.

Water NSW provided an initial preliminary response to the proposition to enable equine uses within these R5 zoned lots in August 2019 (**Attachment 3**). This response raised a number of concerns and recommendations to ensure equine-related developments have a neutral or beneficial effect on water quality, including:

- Restricting the uses to equestrian stabling;
- Introducing an upper limit on the number of horses allowed;
- Avoiding areas in close proximity to watercourses;
- Avoiding areas of high to extreme water risk, and
- Review DCP provisions to ensure consistency with the LEP.

These recommendations provided the foundation for the preparation of the LEP changes proposed through this planning proposal and supported by the new Site Specific DCP chapter.

The approach taken through this proposal, has been to ensure related equine developments have a neutral or beneficial effect on water quality, by:

1. Limiting the additional permitted use to equestrian facilities only and narrow the geographical scope to R5 lots relating to Goulburn Racecourse, through changes to Schedule 1 (Additional permitted uses) of the GM LEP 2009.
2. Providing strong controls through additions to Part 7 (Additional local provisions) of the GM LEP 2009 which:
  - Establish the type of equestrian uses permissible i.e. horse stabling and breeding, horse yards and pools and horse related material storage;
  - Require a Water Cycle Management Plan which prevents on-site management or disposal of wastewater and includes manure management and erosion and sedimentation controls;
  - Ensure adequate separation distances between equine developments, watercourses and residential properties, and
  - Limit the lot area for the keeping of horses to a minimum of 2000m<sup>2</sup> and the number of horses to a maximum of 2 horses for each 2,000m<sup>2</sup>.
3. Providing detailed controls through a new Site Specific DCP chapter:
  - Provides more detail on the application on the limitation of the number of horses;
  - Requires stormwater to be directed into rainwater tanks and stormwater drainage systems with surface water required to be drained into a manure trap;
  - Prescribes material and waste storage to be waterproof and kept undercover; and
  - Reinforces that there must be no on-site management and disposal of wastewater and that a development application must demonstrate a Neutral or Beneficial Effect (NorBE) on water quality.

These controls were prepared based upon Water NSW advice and the requirements within the *Horse Property Developments in the Sydney Drinking Water Catchment, Current Recommended Practice*.

Subsequent to the preparation of the LEP and DCP changes and controls, a further Water NSW referral response was received on 4 November 2020 (**Attachment 4**). This referral largely

supported the approach presented on the basis that all effluent and related wastewater is to be transferred to the sewer and there is adequate capacity in the local sewer infrastructure and sewerage treatment plant. The referral also included some additional recommendations and changes which have been incorporated into the draft DCP chapter.

Council's Business Manager Water Operations has advised that the local sewerage infrastructure and sewerage treatment plant have adequate capacity to serve the intended equestrian related uses proposed and associated trade waste. It is noted that trade waste approval would also be required in addition to a development approval.

In addition to addressing concerns around water quality, the DCP also provides controls to safeguard local amenity and animal welfare through:

- prescribing separation distances between equine developments and residential properties;
- locating noise generating areas away from residential properties;
- preventing the transmission of offensive noise to habitable areas;
- siting external lighting away from residential properties;
- minimising the use of external lighting during night time hours and tuning them off when not in use;
- prescribing minimum and maximum stable, shelter and yard design and dimensions; and
- setting out appropriate flooring and wall construction and materials and the design and location of feeders and troughs.

### Strategic Context and Benefits

The *Local Strategic Planning Statement (LSPS)* identifies Goulburn as a centre for equine pursuits and animal racing and the *Urban and Fringe Housing Strategy* identifies the northern part of the subject site as a small residential enclave of lifestyle lots.

The changes proposed through this Planning Proposal are considered to reinforce these documents and provide the following additional benefits:

- reinforces an equestrian focus and character around the racecourse and on the Goulburn urban fringe;
- enables the establishment and growth of small, home-based equine businesses;
- businesses can benefit from their co-location with Goulburn Racecourse;
- provides additional housing choice for those interested and engaged in equestrian activities; providing trainers and horse owners the option to live close to the racecourse facility without transporting their horse's significant distances;
- enables people of similar mindsets to enjoy and share their hobbies and way of life with likeminded neighbours; and
- further promotes Goulburn as a tourist destination and provides opportunities for a more diversified economy.

### **Consultation**

As noted above Water NSW has provided an initial referral response in August 2019 and a more detailed referral in response to the draft LEP and DCP changes, received in November 2020. Further consultation with Water NSW is likely to be stipulated in any Gateway determination.

Subject to endorsement of this report by Council and the receipt of a positive Gateway determination from the Department of Planning, Industry and Environment, the planning proposal



will be subject to a 28 day public exhibition period. All landowners within the precinct and adjoining land owners will be consulted as a part of the public exhibition.

### **FINANCIAL IMPLICATIONS**

There are no identified financial implications in relation to this planning proposal.

### **LEGAL IMPLICATIONS**

There are no identified legal implications in relation to this planning proposal.

### **CONCLUSION**

This planning proposal is a response to landowner requests to enable small-scale commercial equine uses in close proximity to Goulburn Racecourse and enacts a previous Council resolution to permit the use of the subject land for the purpose of small-scale commercial stabling.

It is noted that due to addressing water quality concerns, there is a limit to the density of equine usage identified in the draft provisions. This is reflective of the site's position in the drinking water catchment, proximity to water courses and being within (primarily) a residential area.

This report recommends that a planning proposal for additions to Part 7 (Additional Local Provisions) and Schedule 1 (Additional Permitted Uses) of the GM LEP 2009, supported by a new Site Specific DCP chapter be prepared and progressed to the Department of Planning, Industry and Environment for a Gateway determination. The successful completion of the planning proposal process will ultimately serve to create an equestrian precinct, with a close relationship to an existing horse racing facility, on the fringe of the Goulburn urban area, whilst adequately addressing associated impacts.

Attachment 1\_Racecourse Drive Equestrian Precinct Draft DCP

**Racecourse Drive Equestrian Precinct- Draft Site Specific DCP Provisions**

**8.11 Racecourse Drive Precinct**

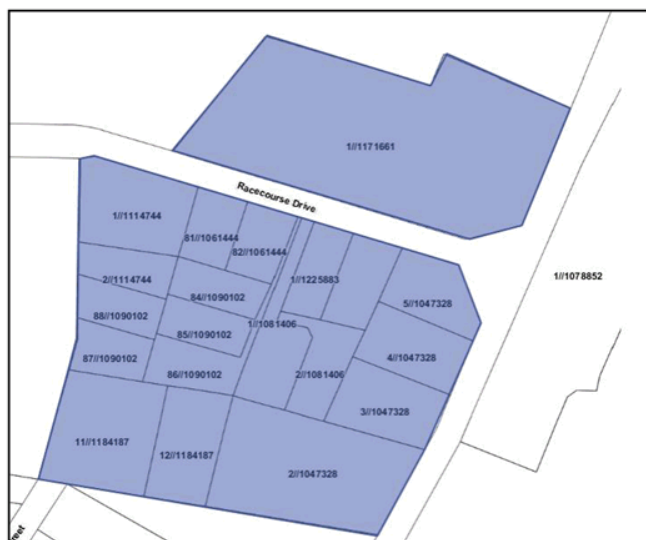
**Aim**

1. To permit horse keeping and breeding for commercial or non-commercial purposes, including agistment of horses in close proximity to Goulburn Racecourse.
2. To ensure environmental impacts arising from horse keeping and breeding minimise environmental impacts and that such development have a neutral or beneficial effect (Nor BE) on water quality.

**Objectives**

The objectives of this chapter are to:

- Ensure an overall neutral or beneficial effect on water quality during construction and operation of the site;
- Limit sources of pathogens, nutrients and contaminants and prevent them leaching or being transported to watercourses, water bodies or drainage depressions;
- Ensure adequate drainage facilities are provided within the site to collect and carry stormwater to external systems and limit the amount of pollution entering waterways via stormwater;
- Reduce land use conflicts between equestrian uses and residential properties;
- To minimise soil erosion and water pollution by minimising land disturbance and requiring control measures on-site;
- To encourage horse stables to be located away from water bodies and watercourses to avoid erosion, damage to vegetation cover and horse-related manure and effluent being deposited in watercourses;
- Ensure horses are not kept at a density beyond the carrying capacity of the land or water, and
- Safeguard animal welfare.



**8.11.1 Land to which this land applies**

This chapter applies to the lots identified in the Racecourse Drive Equestrian Map as shown on figure 8-11-1 below.

**Figure 8-11-1:  
Racecourse Drive  
Equestrian Map**

**8.11.2 Limit on Number of Horses**

- The minimum lot area for the keeping of horses is 2,000m<sup>2</sup>
- A maximum of 2 horses is permissible for each 2,000m<sup>2</sup>
- Two additional horses are permissible for each 2,000m<sup>2</sup> increase in lot size

**8.11.3 Horse Stables and Shelter**

- The minimum size for any horse stable should be 3.7 metres wide and 3.7 metres deep. The height of any horse stable should be a minimum of 2.75 metres up to a maximum of 3.4 metres.
- The roof of the stable(s) shall provide all weather protection and should incorporate appropriate guttering and downpipes to convey stormwater into rainwater tanks and into appropriately designed stormwater drainage systems or drinking troughs. Rainwater tanks should have a minimum capacity of 10000 litres.
- The walls of the horse stable should be of masonry construction for a height of at least 1.2 metres with either masonry or solid galvanised iron sheeting provided for the upper wall panelling. Any concrete masonry blocks should be reinforced with vertical steel rods and the cores filled with concrete. Some form of window or air passage between the roof and the walls is needed for cross-ventilation purposes.
- External walls of the stable shall be appropriately sealed and waterproofed. The internal walls of the stable should be lined with plywood sheeting or rubber material to prevent injury to horses and to also protect the walls from pawing or kicking.
- The doors of any horse stable shall be at least 1.2 metres wide and 2.4 metres high with no protrusions which may cause potential injury to the horse. Any latches to the doors should be strong and have no protrusions which may injure the horse.
- The floor of any horse stable must be constructed of an impervious material which is graded towards the doorway to permit drainage and should have no depressions where waste/urine can collect. Surface water should drain into a manure trap.
- The flooring is constructed with a 100mm thick reinforced concrete slab. Clean bedding such as straw or sawdust should be provided daily to prevent any foot or leg problems caused by the horse standing on concrete.
- Feeders and water troughs should be raised to a height of 1.05 metres aboveground and placed within a corner of the stable. The feeders should be smooth finished and free of any protrusions.
- Any horse shelters shall be constructed to fulfil the same requirements as a horse stable regarding walls, floor and roofing but should not be provided with any doors, in order to allow free passage of horses to/from the shelter at all times.

**8.11.4 Horse Yards**

- Horse yards including day yards or holding yards should be at least 3 metres wide with an area of at least 20 square metres.
- Yards should be adequately fenced to prevent escape. Fencing should comprise post and rail fencing using timber, steel pipes or steel posts.
- Entrance gates should be a minimum of 1.2 metres wide and located away from the lowest point of the yard.
- Yard surfaces should allow for drainage either through grading with run-off directed to appropriate drainage channels or by utilising gravel and a subsurface covered with sand

or loam. Surface water must not be allowed to flow onto adjoining properties or drainage depressions, water bodies or watercourses.

- Gates should be sited away from the lowest points of the yard to prevent pooling.

#### **8.11.5 Siting**

- Stables, yards and storage receptacles should be located at least 40 metres from a drainage depression, water body or watercourse.
- Environmental protection works, fencing (such as for riparian protection) and alternative water supplies such as troughs, tanks and pumps are permissible within the buffer zone.
- Stables must be located at least 9 metres from residential accommodation on-site or adjoining sites.

#### **8.11.6 Material and Waste Storage**

- All solid manure should be removed regularly, including prior to forecasted rain, and placed in a suitable waste storage bin. The solid waste storage bin should be a large, sealed metal bin with flanged-fitting metal lid which is waterproof and prevents access to flies and vermin.
- Feed should be stored in a waterproof container on an imperious surface.
- Chemicals must be stored in a weather-proof, fire resistant container on a concrete floor.
- All material and waste storage areas including manure and composting areas must be completely roofed and kept undercover.

#### **8.11.7 Construction**

- Developments with an area of 250 metres squared or less should ensure that the Standard Erosion Control recommended practice (Landcom 'The Blue Book') is applied.
- Developments with an area exceeding 250 metres square but less than 2500 metres square should include an Erosion and Sediment Control Plan with a development application

#### **8.11.8 Water management**

- No on site management and disposal of wastewater including equine-related effluent and horse and stable wash-down wastewater
- Water run-off must be diverted around manure, composting and waste storage areas with run-off captured and directed into the sewer system
- Waste water generated by horse pools must be directly disposed of through the sewer system
- A Water Cycle Management Study must be submitted and approved with a Development Application which includes the management of stormwater
- A development application must demonstrate a Neutral or Beneficial Effect (NorBE) on water quality

**Note:** A Section 68 Local Government Act 1993 approval is required for the operation of any trade waste facilities associated with the stables and for the discharge of liquid waste to the sewerage system.

#### **8.11.9 Noise**

- Noise generating areas of the operation should be adequately screened and/or located away from adjoining residential properties to minimise noise impacts on neighbours
- Noise caused by the facility must not result in the transmission of “offensive noise” as defined in the protection of the Environment Operations Act 1997 to any place of habitable use.

**8.11.10 External Lighting**

- Must be sited and directed away from adjoining residential properties to prevent glare and light spillage and minimise impacts on residential amenity
- Must not be directed onto a classified road under the Roads Act 1993
- The operation of external lighting should be minimised during night time hours and turned off when not in use.
- Must comply with AS 4282-2019, Control of the obtrusive effects of outdoor lighting

Attachment 2\_Council Resolution\_19 June 2018

Ordinary Council Meeting Minutes

19 June 2018

## 12 ITEMS FOR DETERMINATION

### 12.1 PLANNING PROPOSAL - POST EXHIBITION REPORT - 1 RACECOURSE DRIVE, GOULBURN (LOT 1 DP 1171661)

#### RESOLUTION 2018/219

Moved: Cr Peter Walker

Seconded: Cr Carol James

That:

1. The Post-Exhibition report of the Senior Strategic Planner for the Planning Proposal (REZ/0001/1516) at 1 Racecourse Drive (Lot 1 DP 1171661) be received.
2. That Council support the proposed rezoning of the subject site from RE2 Private Recreation to R5 Large Lot Residential and the application of a Minimum Lot Size of 2,000 m<sup>2</sup> under the *Goulburn Mulwaree Local Environmental Plan 2009*.
3. Council resolve to prepare a future Planning Proposal to reinstate the use of the subject land for the purpose of equestrian stabling and/or Large animal Veterinarian facilities under *Schedule 1 Additional permitted uses* under *Goulburn Mulwaree Local Environmental Plan 2009* in the proposed R5 large lot residential site adjacent to the racecourse on Racecourse Road.
4. That Council thank those who made a submission and advise the resolution accordingly.
5. That the General Manager exercise Council's delegated plan making powers to make the draft plan in accordance with Section 3.36 of the *Environmental Planning and Assessment Act, 1979*.

CARRIED

Attachment 3\_ Water NSW Referral Response\_7 Aug 2019



PO Box 398, Parramatta NSW 2124  
Level 14, 169 Macquarie Street  
Parramatta NSW 2150  
www.watnsw.com.au  
ABN 21 147 934 787

7 August 2019

Contact: *Stuart Little*  
Telephone: *02 9865 2449*  
Our ref: *D2019/79578*

General Manager  
Goulburn Mulwaree Council  
Locked Bag 22  
GOULBURN NSW 2580

Attention: Mr Bennett Kennedy

Dear Mr Sir/Madam

**RE: Proposed New Planning Proposal – REZ/0001/1516 – Lot 1 DP 1171661**

I refer to Council's email and letter of 17 July 2019 seeking preliminary feedback on pursuing a Planning Proposal to re-instate 'animal boarding or training establishments' (ABTEs) as a permissible use on R5 Large Lot Residential zoned land in vicinity of 1 Racecourse Drive

Council is also seeking advice on whether any conditions removed as part of MOD/0067/1011 would need to be reinstated for the management of the site for ABTEs. The subject land includes 1 Racecourse Drive (which includes 12 lots of a 13-lot subdivision; Lot 1 DP 1171661) in the north and 19 adjoining lots in the south.

***Modification conditions***

The question regarding MOD/0067/1011 only concerns the subdivision affecting 1 Racecourse Drive. From WaterNSW's perspective, there would be no need to reinstate any conditions removed as part of MOD/0067/1011 as no concurrence conditions of the former Sydney Catchment Authority, particularly stabling conditions, were removed in the re-issue of conditions under the modification.

***Re-instating ABTE permissibility***

While WaterNSW does not have the detail of a full Planning Proposal to assess Council's proposition of reinstating ABTE permissibility across the specified R5 zoned areas, we are concerned about the water quality risks such a Proposal might generate.

Any Planning Proposal will need to demonstrate how it will protect water quality in accordance with the s 9.1 Direction 5.2 Sydney Drinking Water Catchments. This includes accordance with the principles that new development must have a neutral or beneficial effect on water quality and that future land use should be matched to land and water capability.

Taking these matters into account, any Planning Proposal would need to address the following water quality related issues and risks:

- The *Goulburn Mulwaree Local Environmental Plan 2009* (LEP) definition of an ABTE encompasses dog kennels, catteries, stables, horse studs, and associated veterinary hospitals including for large animals. Such facilities are likely to generate pollutants such as pathogens, nutrients and chemical wastes generated by animals and animal husbandry practices.
- The ABTE permissibility will apply to all 31 lots. While stables are allowed in the northern area under the current conditions of the subdivision modification approval, the reinstatement of

ABTEs as a permissible use would increase the range of other ABTE activities allowed, and extend this permissibility to the 19 lots in the south. This would significantly increase potential pollutant sources and loads given the range of animal boarding facilities allowed by ABTEs and the number of sites where such facilities could be located.

- The zoning and lot sizes (2,000 m<sup>2</sup> minimum lot size (MLS)) are generally unsuitable for many of the types of ABTEs, which facilitate the concentration of animals and animal care facilities. They are not permissible across other residential zones in the local government area including other R5 zones. Allowing ABTEs on such small lots would give rise to pollutant sources and concentrations not previously considered in allowing the R5 zoning.
- The introduction of ABTEs into R5 areas that have a 2,000 m<sup>2</sup> MLS will place the LEP in conflict with existing development control plan (DCP) provisions. For example, under the Goulburn Mulwaree DCP, dog kennels must be 100m from adjoining residences. This is unlikely to be possible in an area with lot sizes of 2,000m<sup>2</sup>. WaterNSW is concerned that the LEP permissibility for dog kennels and other ABTEs may potentially override the DCP provisions in cases of inconsistency resulting in concentrations of animal wastes and potentially undermining other DCP provisions that may benefit water quality.
- WaterNSW notes that the land is or will be connected to the sewer. ABTEs are likely to require the washdown of animal wastes into the sewer, increasing pressure on the system beyond that simply associated with housing or the stables allowed under the subdivision development consent. The capacity of the sewerage infrastructure in the area and the Sewage Treatment Plant would need to be considered in relation to the range and extent of uses allowed as ABTEs.
- ABTEs are likely to result in increased impervious areas from roofs and flooring, and will therefore increase pressures on stormwater management capability. Given the MLS, there may be challenges for ABTEs to include suitable areas for stormwater retention and management on-site.
- The northern parcel of land drains towards Kenmore Creek (a fourth order watercourse) while the southern parcel is traversed by a first order watercourse. The proximity of the areas to waterways increases the potential risk to water quality from proposed ABTEs. This risk is exacerbated as half the southern area and the entire northern area is within the Probable Maximum Flood increasing the risk of animal wastes and other pollutants being mobilised during flood events.
- WaterNSW has undertaken a Strategic Land and Water Capability Assessment for Intensive Animal Industries (Figure 1 attached). This indicates that the risk to water quality in the northern parcel (Lot 1 DP 1171661) lies adjacent to an Extreme Risk at the northern boundary with the remainder of the lot having a Low to Moderate Risk to water quality. For the southern area, the risk varies from Low to Extreme, with the High to Extreme Risk being associated with a drainage feature in the south. WaterNSW generally does not support intensive animal uses in areas of High to Extreme Risk. The implications of ABTEs along the northern border of the site would also need to be considered in relation to the Extreme Risk in this area and the land's close proximity to Kenmore Creek.

In light of the above, Council is encouraged to explore whether the scope of permissible uses could be limited to equestrian stabling and/or large animal veterinary facilities rather than relying on the broad definition of ABTEs to facilitate the uses envisaged. Council should also consider whether there should be an upper limiting threshold on the number of horses allowed for stabling purposes. The area afforded such permissibility could also be refined to avoid areas in proximity to watercourses and those areas of High and Extreme risk as identified by the SLWCA.

Council is also encouraged to review its DCP provisions for ABTEs in concert with any Planning Proposal, with a view to maximising consistency with the LEP and minimising water quality impacts associated with ABTEs.



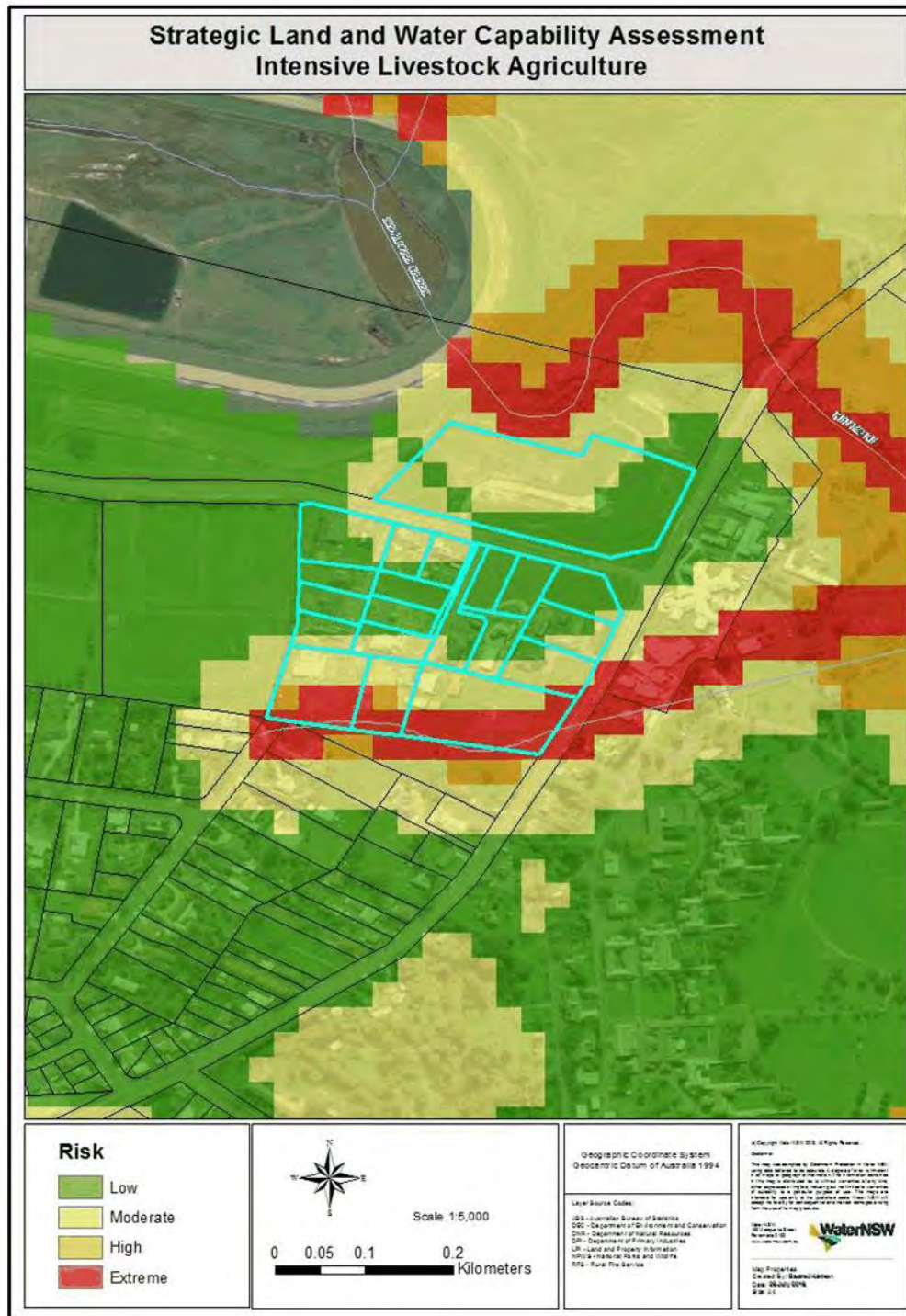
The R5 residential zoning along with the 2,000m<sup>2</sup> MLS presents considerable challenges to instating ABTEs within the subject land. Any Planning Proposal would need to carefully navigate the compatibility between these uses and their combined effect on water quality.

If you have any questions regarding the issues raised in this letter, please contact Stuart Little at [stuart.little@waternsw.com.au](mailto:stuart.little@waternsw.com.au).

Yours sincerely



**CLAY PRESHAW**  
**Manager Catchment Protection**



**Figure 1.** Strategic Land and Water Capability Assessment for Intensive Livestock Agriculture in the vicinity of 1 Racecourse Drive Goulburn.

Attachment 4\_ Water NSW Referral Response\_ 4 November 2020



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4 November 2020

Contact: *Stuart Little*  
Telephone: *02 9865 2449*  
Our ref: *D2020/117760*

David Kiernan  
Senior Strategic Planner  
Goulburn Mulwaree Council  
Locked Bag 22  
GOULBURN NSW 2580

Dear Mr Kiernan

**PRE-GATE REFERRAL- INTENSIVE LIVESTOCK AGRICULTURE (EQUESTRIAN USES)  
REZ/0004/1920**

I refer to Council's email of 9 October 2020 seeking preliminary feedback on pursuing a Planning Proposal (REZ/0004/1920) for the commercial stabling of horses within an existing residential area (zoned R5 Large Lot Residential) in close proximity to Goulburn Racecourse. The request follows from earlier correspondence in July 2019 when Council was exploring the addition of 'animal boarding or training establishments' (ABTEs) as a permissible use on this land. Our advice (our ref: D2019/79578) recommended that Council consider restricting uses to equestrian stabling, introducing an upper limiting threshold on the number of horses allowed for stabling, and avoiding areas in proximity to watercourses and those areas of High and Extreme water quality risk. We also suggested that Council review its DCP provisions for ABTEs in concert with any Planning Proposal with a view to maximising consistency with the LEP and minimising water quality impacts.

To support the Planning Proposal, Council has now provided proposed Local Environmental Plan and Development Control Plan provisions for equestrian-type development before preparing the actual Planning Proposal. The provisions are largely responsive to the issues we raised in 2019. However, the proposed LEP and DCP provisions have now enabled us to delve more deeply into the opportunities and constraints presented by the proposed equestrian-related uses taking into account the existing zoning, lot sizes, and other site constraints.

In preparing our preliminary advice on the permissibility of commercial stabling of horses, WaterNSW has taken into account the provisions of s9.1 Direction 5.2 Sydney Drinking Water Catchment and *State Environmental Planning Policy (Sydney Drinking Water Catchment) 2011* (the SEPP). This has included consideration of:

- equestrian-related development needing to have a neutral or beneficial effect on water quality
- the Sydney Catchment Authority (2013) *Horse Property Developments in the Sydney Drinking Water Catchment* Current Recommended Practice (CRP) given effect under the SEPP
- the outcomes of the SLWCA for Intensive Animal Uses.

We have also taken into account current zoning and Minimum Lot Size (MLS) that applies to the land, the lot sizes and configurations that currently exist, the presence and proximity of watercourses, and other environmental constraints as relevant. In this regard, a watercourse

occurs on land adjacent to the north of the site while the larger lots in the south are affected by a 1<sup>st</sup> order watercourse on-site. We also understand that the site is connected to the sewer and this will be the prime means for disposing of any horse wash water, effluent and wastewater generated by equestrian-related development on the site.

The Planning Proposal is effectively shifting the land use of the area from Residential to Rural Residential. At face value, the Proposal will introduce significant challenges for the area given that it is introducing livestock-related uses into relatively small lots that vary from 2,000 m<sup>2</sup> to 10,745 m<sup>2</sup>. Ground cover is likely to be adversely affected by the stock intensities proposed. However, effluent-related water quality risks are significantly lessened if effluent is to be transferred to the sewer, and provided that the associated sewer infrastructure has sufficient capacity to deal with the waste.

Any equestrian-related development of the site will need to achieve a neutral or beneficial effect (NorBE) and on water quality and conform with the Sydney Catchment Authority (2013) *Horse Property Developments in the Sydney Drinking Water Catchment* CRP. However, it should be noted that the CRP is based on larger-sized properties that have sufficient land areas available for on-site effluent management. As indicated, we understand that Council is proposing to ensure all effluent and related wastewater is transferred to the sewer, presumably treating the effluent as 'trade waste'. We support this approach as the majority of site are too small for on-site effluent management. The few larger lots that occur in the south are constrained by the watercourse and the 100 m buffer distance required between it and any effluent management area including wastewater generated from yard and horse washdowns. Areas surrounding the watercourse also have a High to Extreme Risk based on the outcomes of the SLWCA.

In light of the above, any Planning Proposal seeking to make the commercial stabling of horses a permissible use will need to clearly articulate that wash-down water and wastewater is transferred to the sewer. It will also need to address the capacity of the sewerage infrastructure and sewerage treatment plant (STP) in dealing with such wastes. The Planning Proposal will need to clearly commit to equine-related developments needing to meet a NorBE on water quality. It should also reference that future development would need to conform with the *Horse Property Developments in the Sydney Drinking Water Catchment* CRP or otherwise demonstrate how the practices and performance standards will achieve outcomes not less than those achieved by the CRP.

More detailed comments are provided in Attachment 1 while Attachment 2 includes the SLWCA for intensive animal uses previously provided in our 2019 correspondence. If you have any questions regarding the issues raised in this letter, please contact Stuart Little at [stuart.little@waternsw.com.au](mailto:stuart.little@waternsw.com.au).

Yours sincerely,



**JESSIE EVANS**  
**A/Manager Catchment Protection**

**ATTACHMENT 1 – Detail****Background**

The subject land includes 1 Racecourse Drive (Lot 1 DP 1171661) which is the subject to a 12 lot subdivision in the north, and 19 contiguous lots in the south. The area in the north was rezoned from RE2 Private Recreation to R5 Large Lot Residential and afforded a Minimum Lot Size (MLS) of 2,000 m<sup>2</sup> under Planning Proposal REZ/0001/1516.

Council has provided us with draft proposed Local Environmental Plan (LEP) and supporting Development Control Plan (DCP) to support the preparation of the Planning Proposal to facilitate equestrian uses across the subject land. In relation to LEP provisions, Council is considering facilitating horse stabling by:

- placing Intensive Livestock Agriculture (equestrian uses) into Schedule 1 of the LEP- Additional permitted uses which restricts the use to specific lots in close proximity to Racecourse
- including a new clause into Part 7 of the LEP- Additional local provisions which assigns high level controls into the LEP
- adding a new site specific DCP chapter which seeks to:
  - address water quality by limiting sources of pathogens and nutrients and ensure adequate drainage
  - reduce land use conflicts
  - minimise soil erosion, and
  - limit the number of horses on site.

Draft wording for the LEP amendments to Schedule 1 and Part 7 of the LEP has been provided in support of the above, along with a draft site-specific DCP chapter. The LEP clause proposes to make the following development types permissible with consent:

- Horse Stabling and breeding
- Horse Yards
- Horse Pools
- Horse related material storage.

No Planning Proposal has been provided at this stage. The request follows from earlier correspondence in July 2019 when Council was seeking preliminary advice on adding 'animal boarding or training establishments' (ABTEs) as a permissible use on the subject land. Our advice (ref: D2019/79578) recommended that Council consider restricting uses to equestrian stabling, introducing an upper threshold on horse numbers, avoiding areas in proximity to watercourses and of High and Extreme water quality risk, and review its DCP provisions for ABTEs in concert with any Planning Proposal, with a view to maximising consistency with the LEP and minimising water quality impacts.

**Planning-Related Constraints*****Strategic Land and Water Capability Assessment (SLWCA)***

As provided in our 2019 advice, WaterNSW has prepared a SLWCA Assessment for Intensive Animal Industries (Figure 1 attached) to help inform the water quality risks associated with the site and the capability of the land for the intended equestrian uses. The SLWCA indicates that the northern parcel (Lot 1 DP 1171661) lies adjacent to an Extreme Risk at the northern boundary with the remainder of the lot having a Low to Moderate Risk to water quality. For the southern area, the risk varies from Low to Extreme, with the High to Extreme Risk being associated with the watercourse the south. The SLWCA only takes into account inherent land and water related constraints, not lot sizes or impacts arising from the intensity of use on land management issues such as groundcover.

In our 2019 correspondence we advised that WaterNSW generally does not support intensive animal uses in areas of High to Extreme Risk to water quality. We also identified that ABTEs along the northern border of the site would also need to be considered in relation to the Extreme Risk in this area and the land's close proximity to Kenmore Creek. Currently the LEP and DCP provisions address these risks by requiring a 40 m setback from waterways and the proposed connection of equine-related development to the sewer (discussed below).

***Horse Property Developments in the Sydney Drinking Water Catchment CRP***

This CRP is aimed at larger properties. Meeting the terms of the CRP may be very challenging for smaller properties, particularly those in closest proximity to watercourses. However, many of these challenges relate to on-site effluent management which is currently not proposed.

***Setback Distances from Watercourses and Waterbodies***

The proposed LEP provisions may not be consistent with the setback distances of watercourses as advised under this CRP. Currently, subclause 3 (a) of Part 7.7. of the LEP proposes to introduce provisions that keep development separated from a drainage depression, waterbody or watercourse by at least 40 metres. If the intent is to broadly align the DCP provisions with the distances of the CRP, then the provisions should be changed from 40 m to 100 m for watercourses (as per the CRP). This would probably, however, sterilise the three most southern lots from any equine-related development which would create an inconsistency between the permissibility afforded the three lots and the constraints imposed by means of the buffer distance. If the 100m distance is adopted as stated, the three most southern lots should be removed from the Racecourse Drive Equestrian Map. The northern lots would also need to be examined in relation to the 100 m distances from the nearby waterways, as the northern most lots might similarly be sterilised by the LEP provisions of subclause 3(a).

The alternative way of reading the 40 m setback distance of the proposed LEP provisions, is on the premise that wastewater and effluent streams will be connected to the sewer. The following buffer distances of the CRP apply to equine-related developments:

- 150 m to a named river
- 100 m to a watercourse
- 40 m to a drainage depression or waterbody (such as a farm dam).

These distances apply to on-site wastewater systems, effluent disposal areas, horse wash wastewater and disposal areas, and manure storage areas (as per pages 8, 12, 18 of the CRP). On closer investigation it appears that the 40 m distance proposed in Council's LEP provisions applies to all aspects of the development and is not tied to effluent management or wastewater specifically. If the Proposal is seeking to connect all waste streams to the sewer, then the 40 m setback distance for all equine-related development is appropriate as, together with the sewer connection, it will ensure adequate protection of waterways, will not be inconsistent with the CRP, and likely not sterilise lots where such development would otherwise be permissible. The one stumbling block here is that the manure storage areas require a 100 m setback under the CRP. Given this inconsistency, developers will be reliant on cl 9(2) of the SEPP which states:

If any development or activity does not incorporate Water NSW's current recommended practices and standards, the development or activity should demonstrate to the satisfaction of the consent authority or determining authority how the practices and performance standards proposed to be adopted will achieve outcomes not less than those achieved by Water NSW's current recommended practices and standards.

We provide some additional guidance on manure storage areas below for incorporation into the DCP to help address the water quality risk arising from manure storage areas.

We also ask that the buffer distance provision should include caveats excepting 'environmental protection works', fencing (such as for riparian protection) and alternative water supplies (troughs, tanks and pumps)' as this would allow riparian protection and erosion repair works to occur as part of the development. This is particularly relevant to the southern-most three lots.

If on-site effluent management is at all contemplated, the buffer distances of the CRP should be listed with respect to the development types they apply to.

WaterNSW would appreciate further communication with Council on how the 40 m buffer distance proposed in the LEP is to be applied, taking into account the above comments.

#### **Solid Wastes**

The 40 m distance will mean that stables, tack shed, exercise yards, dressage or indoor arena and other areas of intensive animal use may still be located in areas that drain towards the waterways albeit outside the 40 m buffer. The DCP provisions need to ensure that solid wastes generated from these areas is captured, collected and removed. Such areas may require bunding to intercept any solids being mobilised in runoff and possibly diversion banks to avoid run-on onto these areas.

#### **Horse Pools**

The LEP proposes to make horse pools permissible with consent. Currently the DCP offers no guidance on how horse pools will be managed. WaterNSW is concerned regarding how the water in horse pools will be managed to minimise the risk of overflows during storm events and potential contamination of downstream waterways. In particular, it needs to be clarified whether the water in these pools will be transferred into the sewer system and at what intervals. Greater DCP guidance and controls are needed.

#### **Flood Risk**

Based on information previously provided to us by Council in 2019, half the southern area and the entire northern area is within the Probable Maximum Flood level, increasing the risk of animal wastes and other pollutants being mobilised during extreme flood events. This further justifies the reason for avoiding the use of on-site waste management measures for this particular site.

#### **DCP Provisions**

##### **General**

The DCP should have additional clauses that require developments to:

- refer to the provisions of clause 9 of the SEPP and refer applicants to the Sydney Catchment Authority (2013) *Horse Property Developments in the Sydney Drinking Water Catchment CRP*
- have a Neutral or Beneficial Effect (NorBE) on water quality as required under cl 10 of the SEPP.

##### **Aim**

We believe the aim should be reworded or a 2<sup>nd</sup> aim added to address environmental impacts, i.e.:

- To ensure environmental impacts arising from horse keeping and breeding minimise environmental impacts and that such development have a neutral or beneficial effect (NorBE) on water quality.

##### **Objectives**

- 2<sup>nd</sup> dot point could be amended to read 'Limit sources of pathogens, nutrients and contaminants and prevent them leaching or being transported to watercourses, water bodies or drainage depressions'
- 6<sup>th</sup> dot point could be amended to read: 'To encourage horses stables (not stabled) to be located away from water bodies and watercourses to avoid erosion, damage to vegetation cover, and horse-related manure and effluent being deposited in watercourses'.

**8.11.2 Limit on Number of Horses**

Proposed clause 8.11.2 seeks to limit the number of horses to 2 for each 2,000 m<sup>2</sup>. But note that the wording is slightly ambiguous. We understand that Council is proposing to refine the wording as per below:

Revised control on number of horses

- The minimum lot area for the keeping of horses is 2,000 m<sup>2</sup>.
- A maximum of 2 horses is permissible for each 2,000 m<sup>2</sup> lot area.
- Two additional horses are permissible for each 2,000 m<sup>2</sup> increase in lot size.

We note that several lots are between 3,000 m<sup>2</sup> and 4,000 m<sup>2</sup>. The proposed wording would mean that those lots would be capped at 2 horses (rather than allowing 3 horses if the standard was based on 1 horse per 1,000 m<sup>2</sup>). WaterNSW is supporting of this approach as it will help reduce stocking intensity on these allotments. However, stocking rates of this intensity is likely to remove groundcover.

**8.11.6 Material and Waste Storage**

An additional point should be added that material and waste storage areas including manure storage and composting areas should be completely roofed (i.e. under cover). This would minimise the risk of leaching and the creation of leachates.

We also ask Council to consider extending provisions in the DCP to ensure any runoff is diverted around manure, composting, and waste storage areas, and any runoff from the storage areas is captured and directed into the sewer system.

The opening point refers to removing manure waste 'regularly'. This term is vague and should be replaced by the term 'daily' or at least qualified by stating 'including prior to forecasted rain'. It would also benefit by clarifying that the bins themselves (as well as lids) should be sealed/waterproofed.

**8.11.8 Water management**

The requirement states that there should be no on-site management and disposal of wastewater. We strongly support this but as indicated, it needs to be ensured that the sewer infrastructure will be appropriately sized and designed to cater for the equestrian-generated waste.

'Wastewater' should be defined and include 'equine-related effluent' and 'horse wash wastewater'.



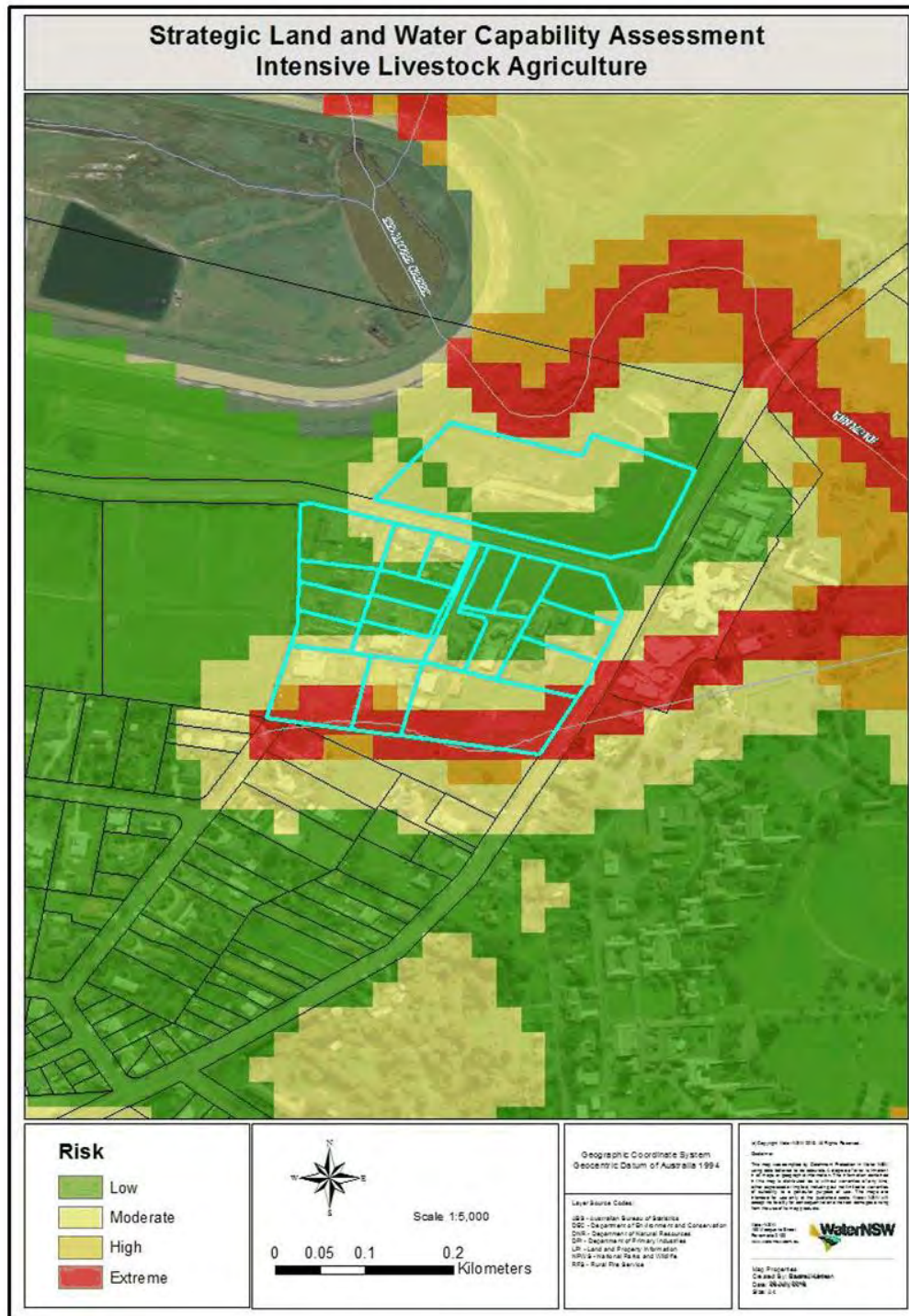


Figure 1. Strategic Land and Water Capability Assessment for Intensive Livestock Agriculture in the vicinity of 1 Racecourse Drive Goulburn.

**15.2 VP200057 MOTOR GRADER REPLACEMENT RECOMMENDATION**

**Author:** Andrew Cartwright, Business Manager Works

**Authoriser:** Warwick Bennett, General Manager

**Attachments:** 1. RFQ Evaluation Final Report - Motor Grader - Confidential

<b>Link to Community Strategic Plan:</b>	IN2.1 Maintain and upgrade GMC Regional Road network IN2.2 Eliminate networks safety hazards when identified IN3.2 Implement road infrastructure Capital Works and Maintenance programs
<b>Cost to Council:</b>	The cost of this purchase is \$436,725 (excl. GST) which will be funded from the 2020/21 Heavy Plant Replacement program.
<b>Use of Reserve Funds:</b>	Nil

**RECOMMENDATION**

That

1. The report of the Business Manager of Works on the Motor Grader Replacement (Plant # 636) be approved.
2. Council approve the purchase of John Deere 670GP Grader from RDO Equipment Pty Ltd at a cost of \$436,725.00 (excl. GST).
3. Any unexpended funds from this purchase be carried forward to 2021/22 if the purchase is not finalised in the 2020/21 financial year.

**BACKGROUND**

Annually Council replaces and purchases new plant as part of the Heavy Plant Replacement Program. Included in the program for the 2020/21 financial year is the replacement of Council’s existing CAT Grader (Plant # 636) for Council’s Operations Business Unit.

Graders are an integral item of plant and are used all year round within Council’s Operations Department for maintaining, rehabilitating and constructing both urban and rural roads.

**REPORT**

Council undertook a Request For Quotation (RFQ) process under an agreement established by a prescribed person in accordance with Section 55 of the Local Government Act, 1993, Local Government (General) Regulation, 2005 and Tendering Guidelines of NSW Local Government (General) Regulation, 2009. For this contract the prescribed person was responsible for the contract was Local Government Procurement.

The RFQ documentation was issued via the Vendorpanel (LGP Contractors) portal on the 28th August 2020 and the closing date was the 29th September 2020.

The Evaluation Panel met to consider submissions on the 1st October 2020, with live demonstrations of graders carried out on the 20th and 22nd October 2020.

Council received two (2) submissions by the closing date from the following companies:

<b>Company</b>	<b>Address</b>
RDO Equipment Pty Ltd	415 Fitzgerald Road, DERRIMUT, VIC 3030
Westrac Pty Ltd	280 Beech Road, CASULA, NSW 2170

The RFQ Evaluation Panel was established and consisted of the following staff members:

- Chair Carina Smith – Operations Centre Manager
- Member Darren Noack – Workshop Fleet Officer
- Member Rodney Painter – Workshop Team Leader (Mechanic evaluation)
- Member Aidan Greaves – Construction Supervisor
- Member Chris Brassel – Acting Construction Engineer
- Member John Cassells – Grader Operator (Operator evaluation)

The Evaluation Panel met to evaluate submissions on the 1st October 2020 using the following non-price criteria and weighting:

Criteria – Non Price	Weighting
Specification and compliance	40%
Workshop	10%
Operator	10%

Price was kept separate from the evaluation of the non-price criteria to avoid bias in evaluation.

Evaluation of the submissions received against the price and non-price criteria. The non-price criteria is 60% and the price is 40% to determine the Value for Money (VFM) Ranking. The evaluation established an overall VFM Ranking as shown in the following table:

Company	Ranking
RDO Equipment Pty Ltd	1
Westrac Equipment Pty Ltd	2

### **Summary of Submissions**

RDO Equipment Pty Ltd submitted a conforming submission for a John Deere 670GP Grader that satisfied all of the qualitative criteria.

The general operation and setup of the machine was within the specified requirements. The estimated delivery time of approx. 4 weeks (as stock is currently available within Australia) was deemed to be exceptional.

Also included in the submission pricing was warranty of the powertrain and hydraulics of 72 months (6 years) / 7,000 hours.

The panel considered Council’s existing fleet and prior experience with RDO Equipment Pty Ltd, which were all noted as being positive and satisfactory. The safety features and accessibility of this machine were considered to be exceptional.

The panel determined that the machine was suitable for demonstration.

Westrac Pty Ltd submitted a conforming submission for a CAT 140 Grader that satisfied most of the qualitative criteria.

The submission stated that the machine cannot turn with a 12 foot front-mounted blade as per the specification, so an 8 foot blade was quoted. All other general operation and setup features were within the specified requirements, with an approximate delivery time of 4 – 6 months. Warranty of 12 months / unlimited hours was offered.

The panel considered Council’s existing fleet and prior experiences with WesTrac Equipment Pty Ltd, which were all noted as being positive and adequate. The safety features and accessibility of this machine were considered to be adequate.

The panel determined that the machine was suitable for demonstration.

**Further Evaluation**

The Evaluation Panel offered the opportunity for live demonstrations from the two (2) submissions and to provide more detailed evaluation from plant operators and workshop staff. The live demonstrations occurred as follows:

- WesTrac CAT 140 demonstration took place on 20th October 2020.
- John Deere 670GP demonstration took place on 22nd October 2020.

The RDO Equipment Pty Ltd submission was deemed to have better Value For Money outcomes due to the following:

- 72 months / 7,000 hours warranty on powertrain and hydraulics;
- Council's second Motor Grader (Plant # 205) is also a John Deere 670GP, which will allow for increased efficiencies with serviceable items such as filters, parts and oils; and
- Suitability and inclusion of a front-mounted 12 foot front blade.

RDO Equipment Pty Ltd submitted an RFQ that satisfied all criteria. The proposed plant was well suited to Council requirements and the Evaluation Panel determined a low level of risk and high level of confidence in claims of this company.

Based on this evaluation it is recommended that Council accept the submission from RDO Equipment Pty Ltd as the preferred supplier for VP 200057 Motor Grader.

**15.3 REVIEW OF HEAVY HAULAGE ROUTES IN THE GOULBURN MULWAREE AREA**

**Author:** Martin Wragge-Morley, Business Manager Design & Asset Management

**Authoriser:** Warwick Bennett, General Manager

**Attachments:** 1. Proposed B-Double Route [↓](#) 

<b>Link to Community Strategic Plan:</b>	IN3.2.10 Maintain quarry haulage routes
<b>Cost to Council:</b>	A structural assessment of bridges would cost in the order of \$60,0000. There is currently no budget allocated to this task.
<b>Use of Reserve Funds:</b>	N.A.

**RECOMMENDATION**

That:

1. The report on the Review of Heavy Haulage Routes in the Goulburn Mulwaree Area from the Business Manager of Design & Asset Management be received.
2. A structural assessment is carried out on bridge and drainage structures on Currawang Road, Taralga Road, and Cullerin Road as part of the 2021/222 budget with the outcome reported back to Council on the suitability of these road as future B-Double routes.
3. This report be circulated to local stock and general carriers to seek their input into expanding the B Double routes

**BACKGROUND**

This report is to provide an initial assessment of the suitability of existing Goulburn Mulwaree Council (GMC) road network for use by B-Double sized trucks and to outline further investigation measures required.

**REPORT**

Council provides access for various sizes of heavy vehicles on its roads to facilitate industry in and around the LGA. Larger trucks such as B-Doubles are required to use specified roads which are registered with Transport for NSW (TfNSW) as B-Double Routes. These routes are designated for specific lengths, mass and heights of vehicle.

This report investigates the suitability of some non-designated routes in the GMC road network for use by 19m long B-Double class of truck up to a height of 4.3m. The use of B-Doubles over smaller semi-trailers and truck & dogs allows an increase in productivity and reduces the damage done to Council’s road network per tonne of material moved. There are also perceived benefits in safety as a smaller number of truck movements are required to move the same quantity of material.

B-Doubles require structures such as bridges to be strong enough to carry their increased weight, and roads and structure to be wide enough to allow trucks to safely pass each other when travelling in opposite directions.

Currently permits can be sought from Council though the National Heavy Vehicle Register for the use of B-Doubles and other oversize or over mass vehicles on local roads on a case by case basis. In order to process these permits Council makes an assessment of any constraints in the road network which would prevent these larger vehicle accessing its destination. The designation of a B-Double route removes the need for that class of vehicle applying for permits, and ensures Council maintains the route in an adequate state for use by this class of vehicle.

For this report the most commonly applied for routes have been considered for suitability to become B-Double routes. Over the last 4 years continued applications for B-Doubles and other heavy vehicles to use the following routes have been made to Council through the National Heavy Vehicle Register Portal for:

**Route 1**

- Windellama (Brisbane Grove & Bungonia Road to Oallen Ford Rd)
- Brisbane Grove Road
- Bungonia Road
- Oallen Ford Road (Windellama Road to LGA Boundary)

**Route 2**

- Jerrara Road
- Mountain Ash Road (Jerrara Road to Oallen Ford Road)
- King Street
- Oallen Ford Road ( King Street to Lumley Road)

**Route 3**

- Lumley Road (Braidwood Road to Cullulla Road)
- Cullulla Road
- Sandy Point Road (Oallen For Road to Cullulla Road)
- Oallen Ford Road (Sandy Point Road to LGA boundary)

**Other Roads**

- Taralga Road (Ross St to boundary)
- Portland Avenue & Wilson Drive, Marulan
- Ducks Lane (Hume Street to Lillkar Road)
- Cullerin Road
- Middle Arm Road (Mary's Mount Road to Boundary)
- Mogo Road
- Currawang Road (700m from Braidwood Road)

The approval process for B-Doubles is that for local roads the matter not need to be considered by the Traffic Committee, rather a decision of Council is required.

According to the TfNSW document, "NSW Route Assessment Guide", included in the criteria for 19m B-double routes is:

- Seal Width (bitumen surfacing)
  - The minimum width is 6.6m.
- Road Formation Width (including shoulders)
  - The minimum width is 8.0m

- Structure Width (bridges, culverts, causeways, etc).
  - The minimum width is 6.6m.
  
- Infrastructure Loading
  - The pavement and bridge & drainage structure loading for a B-double route is 62.5t. Note, this generally exceeds earlier design standards which use a 50t loading.

The following tables shows the initial assessment of the various roads under consideration against the above criteria.

**Seal Width (6.6m)**

<b>Road Name</b>	<b>Min width</b>	<b>Acceptable</b>
<b>Route 1:</b>		
Windellama (Bungonia Rd to Oallen Ford Rd)	<b>6.1 m</b>	<b>No</b>
Brisbane Grove Road	<b>6.8 m</b>	<b>Yes</b>
Bungonia Road	<b>8.0 m</b>	<b>Yes</b>
Oallen Ford Road (Windellama Rd to LGA Boundary)	<b>6.1 m</b>	<b>No</b>
<b>Route 2*:</b>		
Jerrara Road	<b>7.0 m</b>	<b>Yes</b>
Mountain Ash Road (Jerrara Rd to Oallen Ford Rd)	<b>7.0 m</b>	<b>Yes</b>
Oallen Ford Road ( King St to Lumley Rd)	<b>6.5 m</b>	<b>No</b>
<i>* Large vehicles related to the Multiquip Quarry development at Ardmore Park are the main applicant for this route, these vehicles bypass the narrow sections listed above using a private road.</i>		
<b>Route 3:</b>		
Lumley Road (Braidwood Rd to Cullulla Rd)	<b>6.6 m</b>	<b>Yes</b>
Cullulla Road	<b>6.1 m</b>	<b>No</b>
Sandy Point Road (Oallen Ford Rd to Cullulla Rd)	<b>6.1 m</b>	<b>No</b>
Oallen Ford Road (Sandy Point Rd to LGA boundary)	<b>6.1 m</b>	<b>No</b>
Taralga Road (Ross ST TO LGA Boundary)	<b>7m</b>	<b>Yes</b>
Portland Avenue & Wilson Drive, Marulan	<b>6.1 m</b>	<b>No</b>
Cullerin Road	<b>10.0 m</b>	<b>Yes</b>
Middle Arm Road (Mary's Mount Road to Boundary)	<b>6 m</b>	<b>No</b>
Mogo Road (Gravel Road)	<b>N/A</b>	<b>No</b>
Currawang Road (700m from Braidwood Road)	<b>8 m</b>	<b>Yes</b>

While there will be sections on each of these routes that comply with minimum seal width parameters this assessment identifies sections that do not comply with seal width and therefore have been determined as currently not acceptable for B-Doubles. Further there are sections that do not satisfy road formation width requirements and will ultimately require shoulder widening.

The sections below the minimum seal width are higher risk to other road users and are susceptible to edge breaks from larger vehicles. Edge breaks provide a mechanism for water to enter the pavement structure and increase deterioration.



**Bridge & Drainage Structure Width (6.6m)**

<b>Road Name</b>	<b>Min width</b>	<b>Acceptable</b>
<b>Route 1:</b>		
Windellama (Bungonia Rd to Oallen Ford Rd)	<b>6.1 m</b>	<b>No</b>
Brisbane Grove Road	<b>N/A</b>	<b>Yes</b>
Bungonia Road	<b>&gt;8 m</b>	<b>Yes</b>
Oallen Ford Road (Windellama Rd to LGA Boundary)	<b>6.1 m</b>	<b>No</b>
<b>Route 2:</b>		
Jerrara Road	<b>8 m</b>	<b>Yes</b>
Mountain Ash Road (Jerrara Rd to Oallen Ford Rd)	<b>6.5 m</b>	<b>No</b>
Oallen Ford Road (King St to Lumley Rd)	<b>6.4 m</b>	<b>No</b>
<b>Route 3:</b>		
Lumley Road (Braidwood Rd to Cullulla Rd)	<b>7 m</b>	<b>Yes</b>
Cullulla Road	<b>&gt;7 m</b>	<b>Yes</b>
Sandy Point Road (Oallen Ford Rd to Cullulla Rd)	<b>6.4 m</b>	<b>No</b>
Oallen Ford Road (Sandy Point Rd to LGA boundary)	<b>&gt;7 m</b>	<b>Yes</b>
Taralga Road (Ross ST TO LGA Boundary)	<b>7.2 m</b>	<b>Yes</b>
Portland Avenue & Wilson Drive, Marulan	<b>N/A</b>	<b>Yes</b>
Cullerin Road	<b>N/A</b>	<b>Yes</b>
Middle Arm Road (Mary's Mount Road to Boundary)	<b>N/A</b>	<b>Yes</b>
Mogo Road (Gravel Road)	<b>N/A</b>	<b>Yes</b>
Currawang Road (700m from Braidwood Road)	<b>N/A</b>	<b>Yes</b>

Roads with insufficient structure width are also susceptible to edge break and accelerated pavement deterioration.

**Infrastructure Loading**

This applies to bridges, where the maximum loading of a B-double of 62.5t will exceed the maximum loading of a general access vehicle of 50t. Pavement design is also a consideration for increase B-Double use. Roads with insufficient pavement strength for B-Double will experience damage as a result of constraint overloading from B-Doubles. GMC is currently experiencing pavement damage from waste and logging trucks involved with the bushfire clean-up. To assist with the clean-up program permits have been issued to truck companies to use roads that are currently load limited. Oallen Ford Road in particular has experienced damage and Council is pursuing bushfire recovery funds for repairs.

To further consider expansion of B-double routes a structural assessment is required for any bridges and drainage structures to determine their suitability. This will take the form of a visual condition assessment plus an assessment of the structural capacity. The bridge replacements over the last 5 year are suitable for B-Doubles however existing bridges and large concrete drainage structures will require structural assessment.

**Summary**

The table below summarises the initial assessments.

<b>Road</b>	<b>Seal Width</b>	<b>Bridge Width</b>
<b>Route 1</b> Windellama (Bungonia Rd to Oallen Ford Rd) Brisbane Grove Road Bungonia Road Oallen Ford Road (Windellama Rd to LGA Boundary)	<b>Unsatisfactory</b>	<b>Unsatisfactory</b>
<b>Route 2:</b> Jerrara Road Mountain Ash Road (Jerrara Rd to Oallen Ford Rd) Oallen Ford Road ( King St to Lumley Rd)	<b>Unsatisfactory</b>	<b>Unsatisfactory</b>
<b>Route 3:</b> Lumley Road (Braidwood Rd to Cullulla Rd) Cullulla Road Sandy Point Road (Oallen Ford Rd to Cullulla Rd) Oallen Ford Road (Sandy Point Rd to LGA boundary)	<b>Unsatisfactory</b>	<b>Satisfactory</b>
Taralga Rd	<b>Satisfactory</b>	<b>Satisfactory</b>
Portland Av	<b>Unsatisfactory</b>	<b>N/A</b>
Wilson Dr	<b>Unsatisfactory</b>	<b>N/A</b>
Cullerin Rd	<b>Satisfactory</b>	<b>N/A</b>
Middle Arm Rd	<b>Unsatisfactory</b>	<b>N/A</b>
Mogo Rd	<b>Unsatisfactory</b>	<b>N/A</b>
Currawang Road (700m from Braidwood Road)	<b>Satisfactory</b>	<b>N/A</b>

As indicated in above table Currawang Road, Taralga Road, Ducks Lane and Cullerin Road have potential to be upgraded to B-Double Routes. Cullerin Road would require endorsement from the neighbouring Council as there is a short stretch within the Goulburn Mulwaree LGA.

**Route 1** – Including Windellama Road and Oallen Ford Road would require significant structural upgrade and pavement strengthening and widening to be suitable for use by B-Doubles.

**Route 2** – From Jerrara Road, Mountain Ash Road and Oallen Ford Road could be opened up to B-Doubles if King Street was excluded from the route and other heavy vehicle were permitted to use the Bungonia bypass road constructed by Multiquip..

**Route 3** – Including Oallen Ford Road, Sandy Point Road, Cullulla Road and Lumley Road would require significant strengthening and widening works to be suitable for B-Double use.

In summary the initial assessment indicates the following roads within the GMC road network satisfy the seal width and structure width criteria for a B-Double route:

- Currawang Road;
- Taralga Rd;
- Cullerin Road.

A structural assessment of bridge and drainage structures is required for final designation these roads as B-Double routes. This assessment would be carried out for larger category vehicles including B-Doubles, Performance Based Standard Vehicles and High Vehicle Mass Vehicles.

23-November-2020

### Proposed B-Double Route



10 km

Scale = 349986.4199999999

This map is provided for the purpose of showing basic locality information over the Goulburn Mulwaree Council LGA. It has been created for illustration purposes only. Locations of services and boundaries are approximate, and may not be accurate to surveying or engineering standards. Map information is subject to constant changes, may not be complete, accurate or current. The council assumes no liability for damages incurred as a result of incomplete, incorrect or omitted information.

**15.4 PROPOSED ROAD WIDENING - TARALGA ROAD, TARLO**

**Author:** Ken Wheeldon, Business Manager Property & Community Services

**Authoriser:** Warwick Bennett, General Manager

**Attachments:** Nil

<b>Link to Community Strategic Plan:</b>	IN3.2 – Implement road infrastructure capital works and maintenance programs
<b>Cost to Council:</b>	This project is being funded by the Roads to Recovery program. All expenses will be paid out of the Rural Roads Construction budget.
<b>Use of Reserve Funds:</b>	Nil

**RECOMMENDATION**

That

1. The report from the Business Manager Property & Community Services on proposed road widening of a section of Taralga Road, Tarlo be received.
2. Council acquire approximately 534m<sup>2</sup> of 1225 Taralga Road, Tarlo for \$2,395.00 and 356m<sup>2</sup> of 1269 Taralga Road, Tarlo for \$1,545.00 and have these parcels of land dedicated for road widening purposes.
3. Council meets all costs associated with survey work including registration of a Plan of Subdivision dedicating these parcels of land as public road.

In addition, Council will also be responsible for re-establishing all boundary fencing affected by this road widening project, replanting trees around new bay/pullover area and meeting the property owners independent legal fees and Mortgagee Consent fees (if applicable).

4. Council's seal be affixed to all documentation necessary to complete these land acquisitions and road dedications.

**BACKGROUND**

Council is proposing road widening between 1225 and 1269 Taralga Road, Tarlo and will need to acquire two small parcels of land from the respective property owners.

**REPORT**

Council is proposing road widening between 1225 and 1269 Taralga Road, Tarlo in 2021 and will need to acquire approximately 890m<sup>2</sup> combined land area from two property owners (refer highlighted red and blue areas in photo at end of this report) subject to formal survey.

As part of this proposal Council is required to meet all costs associated with survey work including registration of a Plan of Subdivision dedicating these parcels of land as public road. Council will also be responsible for reinstatement of boundary fencing, replanting trees around a new bay/pullover area, meeting the property owner's legal fees if they seek independent advice, Mortgagee Consent fees (if applicable) and legal fees for arranging production of title at NSW Land Registry Services.

Signed Letters of Offer have been returned from the property owners confirming their acceptance of the following amounts of compensation;







- Approximately 534m<sup>2</sup> of 1225 Taralga Road, Tarlo highlighted in red below for \$2,395 and;
- Approximately 356m<sup>2</sup> of 1269 Taralga Road, Tarlo for \$1,545 highlighted in blue below



**15.5 RENEWAL OF GOULBURN PRE-SCHOOL ASSOCIATION INC. LICENCE**

**Author:** Ken Wheeldon, Business Manager Property & Community Services

**Authoriser:** Warwick Bennett, General Manager

- Attachments:**
1. **GPAI Letter** [↓](#) 
  2. **GPAI - Business Plan** [↓](#) 
  3. **GPAI - Audited Financial Statements 2018** [↓](#) 
  4. **GPAI - Audited Financial Statements 2019** [↓](#) 
  5. **DOE Assessment 2019** [↓](#) 
  6. **GPAI Rental Assessment** [↓](#) 

<b>Link to Community Strategic Plan:</b>	EC5.1.1 Support availability of ongoing education and training for young people in the community through formal and in-formal platforms and delivery methods.  IN4.1.6 Maintain community facilities: sports fields, landscaped areas, public amenities and Wollondilly Walking Track to acceptable standard for uninterrupted community use.
<b>Cost to Council:</b>	The tenant takes 100% responsibility for all maintenance and repairs of the property including the grounds, usage charges relating to water, sewer, waste management, gas and electricity and pays an annual rent (discounted for a not-for-profit organisation) to Council.
<b>Use of Reserve Funds:</b>	Nil

**RECOMMENDATION**

That:

1. The report from the Business Manager Property & Community Services on renewal of the Goulburn Preschool Association Inc. Licence be received.
2. Council renew the Licence to the Goulburn Preschool Association, Inc. in early 2021 for a period of 12 years on the terms set out as follows:

<b>Item 1:</b>	<b>Tenant</b>	Name: Contact person:	Goulburn Preschool Association, Inc. Director - Ann-Maree Fisher
<b>Item 2:</b>	<b>Landlord</b>	Name: Contact person:	Goulburn Mulwaree Council as Crown Land Manager Business Manager Property & Community Services - Kenneth Wheeldon
<b>Item 3:</b>	Premises		Exclusive occupancy of Lot 400 DP 727524 being Crown Land; Dedication 130039 and known as 15 Mount Street, Goulburn
<b>Item 4:</b>	Term		12 Years
<b>Item 5:</b>	Commencing Date		1 February 2021
<b>Item 6:</b>	Termination Date		31 January 2033
<b>Item 7:</b>	Option to Renew		N/A
<b>Item 8:</b>	Rent		\$11,400.00 gross p.a. (inclusive of GST) payable in advance
<b>Item 8 (a):</b>	Rent Discount applied		83% discount of commercial rent

<b>Item 9:</b>	Rent Review	Annual 2% increase or CPI review, whichever is the greater.
<b>Item 10:</b>	Percentage of Outgoings	100% water, sewer, waste management, gas and electricity.
<b>Item 11:</b>	Public Risk Insurance	Twenty Million dollars (\$20,000,000)
<b>Item 12:</b>	Use of Premises	Preschool and associated activities

3. Authority be delegated to the General Manager under s377 of the *Local Government Act 1993* to execute the new Licence on Council's behalf as the appointed Manager of this Crown Reserve at 15 Mount Street, Goulburn.

## BACKGROUND

The Goulburn Pre-school Association Inc. (GPAI) is a community based not-for-profit organisation which has been successfully operating from the premises at 15 Mount Street, Goulburn since 15 July 1991. The current licence has been in operation since January 2009 and is due to expire on 21 July 2021.

The land at 15 Mount Street, Goulburn being Lot 400 DP727524 is Crown Reserve No. 130039 dedicated for preschool purposes by NSW Government Gazette notification 18 August 1989 for which Council is the appointed Manager under the *Crown Land Management Act 2016*.

## REPORT

Earlier this year the GPAI's executive indicated they would like to renew their Licence in early 2021 rather than wait until its maturity on 21 July 2021. Preparations were underway to fulfil this request however with the onset of COVID-19 resulting in the shutdown and ongoing restrictions, commencement of the review of this Licence was deferred until October at which time the GPAI submitted their letter of request with the following supporting documentation.

- GPAI - Letter dated 30 October 2020 - application for Licence renewal;
- GPAI - Business Plan Review 2020;
- NSW Department of Education - Assessment and Rating of Goulburn Preschool;
- James & Cook Public Accountants - 31 December 2018 Audited Financial Statements for GPAI;
- James & Cook Public Accountants - 31 December 2019 Audited Financial Statements for GPAI.

Each of these documents is attached for information however a summary of the salient information is provided below:

- In the **letter of 30 October 2020** the GPAI makes clear its interest in continuing occupancy of the premises citing the excellent long term relationship that has existed between Council as the Landlord and them as the Tenant. That despite the unpredictable structure of funding for NSW preschools; GPAI continues to be viable offering an outstanding early childhood program, enjoying maximum capacity enrolments, offering its commitment to meet the community needs and an inclusive and supporting environment for its children and families. The GPAI has also provided evidence of its sound financial management and makes an open invitation for Councillors to make an appointment for a COVID-19 safe visit.
- The **Business Plan** provides the GPAI's Mission Statement and Philosophy, contact details and the current Management Committee. It also describes its Operational Data which notes its performance rating from the National Quality Standard, the Services offered, employment opportunities, staffing levels, a history of the preschool from its inception, acknowledgement of Council's ongoing support from an early loan agreement and discounted rent and the preschool taking 100% of the responsibility for maintenance and



repairs of the premises. All of this demonstrates the GPAI's commitment to Council and the community and proposals to and beyond the imminent expiry of their current Licence.

The Business Plan has a comprehensive schedule of maintenance, repairs and upgrade expenses met by the preschool since 2009 and also provides a 5 year projection of planned maintenance and capital improvements.

- NSW Department of Education in its most recent **Assessment and Rating** dated 8 October 2020 identified Goulburn Preschool as 'Exceeding National Quality Standards'.
- **2018 Audited Financial Statements** provides a clear analysis of income, expenditure and investment, demonstrating sound financial management.
- **2019 Audited Financial Statement** provides a clear analysis of income expenditure and investment demonstrating sound financial management and planning.
  - Net Profit 2017: \$35,876.68
  - Net Profit 2018: \$33,639.60
  - Net Profit 2019: \$32,592.13 and;
  - Net Assets 2019: \$195,320.46

- The current annual rent for the GPAI is **\$10,468.44 (inclusive of GST)**. The GPAI manages all outgoings for the property and is liable for 100% of maintenance, repairs and User Charges. Douglas Walker & Associates has provided a **Rental Assessment** advising both market rent and community rent for the property (refer attached copy). Community rent being the discounted amount commonly offered to community based / volunteer groups and 'not-for-profit' organisations operating from Council owned or managed properties.

The Rental Assessment recommended a market rent of \$66,000 (plus GST). The valuation rationale cited 'IBIS World study' which identified preschool rent or hire costs on the basis of a profit driven operation as being generally 10% of total costs and further that not-for-profit or community based preschool operations are run on the basis of rent being at 1% of costs.

Property Services staff have undertaken research with other councils and found a variety of rent approaches for preschools. Several councils charge the statutory minimum rent as prescribed by DPIE - Crown Lands and others charge somewhere between the minimum statutory rent through to discounted community rent or up to full market rent with varying degrees of Landlord / Tenant obligations for meeting property related expenses. Generally the lower the rent the greater obligation of tenant to cover repair maintenance and outgoing expenses.

The Rental Assessment recommends rent suitable for a community based, not-for-profit preschool at **\$11,725 (plus GST)** also taking into consideration that all improvements and maintenance since the preschool opened have been undertaken by the GPAI and preschool community.

The GPAI is an excellent tenant, providing:

- A critical and highly regarded service in early childhood education and family care in Goulburn;
- Continuous significant improvements of this purpose built facility by; securing grants, fund raising initiatives, working bees and diminishing reference to Council for assistance;
- Full remittance of the earlier Council loan with an interest payment;
- Remitting fair rent for occupancy of Council managed land, improved with a purpose built structure.

With the above matters in mind it is recommended the current rent be increased to **\$11,400 (inclusive of GST)**, reflecting 8.85% of the assessed market rent.

Discussions with the preschool director to ascertain GPAI's expectations of the rent review revealed an expectation of an increase in the range of 5% to 10%. Consequently an increase of 8.85% is considered fair and reasonable for both parties.

Terms of the proposed new Licence to the GPAI are outlined in the Schedule below:

<b>Item 1:</b>	<b>Tenant</b>	Name: Contact person:	Goulburn Preschool Association, Inc. Director - Ann-Maree Fisher
<b>Item 2:</b>	<b>Landlord</b>	Name: Contact person:	Goulburn Mulwaree Council as Crown Land Manager Business Manager Property & Community Services - Kenneth Wheeldon
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<b>Item 10:</b>	Percentage of Outgoings		100% water, sewer, waste management, gas and electricity.
<b>Item 11:</b>	Public Risk Insurance		Twenty Million dollars (\$20,000,000)
<b>Item 12:</b>	Use of Premises		Preschool and associated activities



**Goulburn Pre-School Association Inc.**  
*A Community Based Service*

P.O. Box 625  
Goulburn NSW 2580  
Ph: (02) 4821 9047  
Fax: (02) 4821 3254

*Goulburn Mulwaree Councillors*

*Goulburn Mulwaree Council*

*Locked Bag 22*

*GOULBURN NSW 2580*

*Friday 30 October 2020*

*Dear Mayor Kirk, Deputy Mayor Walker, Cr Walker, Cr Banfield, Cr James, Cr Sturgiss, Cr O'Neill, Cr Ferrara and Cr Rowland,*

*The current Lease / Licence between Goulburn Mulwaree Council and Goulburn Pre-School Association Inc is due for renewal in July 2021. We have been working with Mr Ken Wheeldon and Ms Denise Fors at Goulburn Mulwaree Council in the lead up to the renewal, to take an informed approach towards a positive outcome and ensure continuity of the Pre-Schools operations.*

*The current agreement reflects a base annual amount with a CPI increase applied each year. Goulburn Pre-School Association Inc takes full responsibility for the ongoing maintenance and improvements to the site as well as all operational cost including rates and water. This has been a successful agreement and Goulburn Pre-School has shown a strong commitment to maintaining and improving the building and grounds to a high standard. All works have been funded through fundraising, grants, support from local businesses and organisations as well as careful budget allocation. No funds have been requested from Goulburn Mulwaree Council for any projects. The attached business plan outlines the works and expenditure over the past 10 years.*

*Goulburn Pre-School Association Inc is mindful of the increasing age and required maintenance of the building and our budgeting and planning to manage this level of expenditure has been carefully planned. The attached business plan also outlines known planned maintenance and improvements as well as estimates and funding sources.*

***Goulburn Pre-School Association Inc would like to formally request, Goulburn Mulwaree Council considers renewing the current agreement with no further changes.***

*We would also ask Goulburn Mulwaree Council to consider the following key points:*

- The long term positive relationship between Council and the Pre-School.*
- The ever changing and unpredictable structure of funding to NSW Pre-Schools.*
- Goulburn Pre-School's provision of a high quality early childhood program.*
- The current stable financial management of the Pre-School.*
- Consistent high enrolments and usage – 100% capacity.*
- Goulburn Pre-School's commitment to meeting the changing needs of the community.*
- Commitment to inclusion and supporting children and families with identified needs.*

*In addition to the Business Plan, we have attached our audited financials for the past two years.*

*Goulburn Mulwaree Council, and previously Goulburn City Council have had a long and positive relationship with Goulburn Pre-School. The ongoing support of Council is an essential part of our long term viability within the community. We welcome an opportunity to further discuss any aspect relating to the lease renewal.*

*Please do not hesitate to contact our Director, Mrs Ann-Maree Fisher, for any further information required. You are more than welcome to visit the Pre-School individually and view the Pre-School by appointment and in line with our COVID Safe practices.*

*Yours sincerely,*



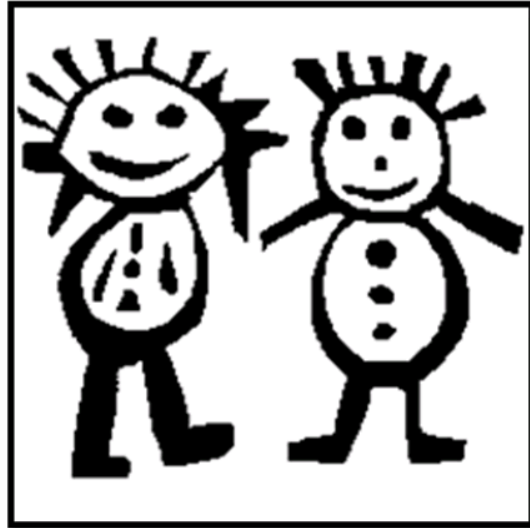
*Mrs Nicole Owen*

*PRESIDENT 2020*



*Mrs Viviana Treble*

*VICE PRESIDENT 2020*



## Goulburn Pre-School Association Inc

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### *Business Plan Review 2020*



# Goulburn Pre-School

*A Community Based Service*

## Our Mission

As a community based early childhood setting, we believe each and every child in our community has a right to access an early childhood program of high quality that is affordable and reflective of the needs of the local community in the provision of education and care.

## Our Philosophy

At Goulburn Pre-School we believe:

- In acknowledging the traditional owners and custodians of the land on which we gather together to share our day. We recognise Goulburn as a meeting place where many Aboriginal people came together to share their stories, experiences and culture as we do each day at Pre-School.
- The dignity and rights of each child is maintained through strong connections with educators, who engage each child to feel secure, valued and included. (National Quality Standards, QA 5)
- Secure, respectful and reciprocal relationships form the basis of strong partnerships between families and educators. A sense of connection and belonging is supported and nurtured for all members of our Pre-School community. (National Quality Standards, QA 6)
- Play is the child's way of learning and making sense of their world. We celebrate and acknowledge the children's discoveries and support children's agency to make decisions and choices which influence their experiences and enhance learning. (National Quality Standards, QA 1)
- Each child's current knowledge, ideas, culture, abilities and interests are the foundation of the program. Intentional teaching and spontaneous interactions between children and educators is thoughtful and informed. There is a balance between educator and child-initiated learning experiences. (National Quality Standards, QA 1)
- The diversity of our children and their families will be reflected and respected in our practices within our Pre-School community. Interactions with children and families will reflect respect, acceptance and empathy for everyone. (National Quality Standards, QA 6)
- Environments will be safe, secure and welcoming for each child, their family, our staff and visitors to our Pre-School. The health and wellbeing of all is promoted and supported. (National Quality Standard, QA 2 & 3)
- In nurturing respect, care and appreciation for our natural world. We acknowledge our responsibility to educate for sustainability to ensure the future of our planet. (National Quality Standards, QA 3)
  - In ensuring privacy and confidentiality for the children, their families and our educators.
  - In a strong commitment to maintaining high standards of professional practice and integrity by supporting ongoing learning and reflective practice. We acknowledge our role as professionals in supporting and mentoring future educators. (National Quality Standards, QA 4)
- Consistency in Governance and Management supports the ongoing smooth operation of the Pre-School. Ongoing planning, reflection and quality improvement processes continue to ensure best practice in all areas of Goulburn Pre-School. (National Quality Standards, QA 7)

In early childhood, and throughout life, relationships are crucial to a sense of belonging. Childhood is a time to be, to seek and make meaning of the world. Becoming emphasises learning to participate fully and actively in society.

*Belonging, Being and Becoming: The Early Years Learning Framework for Australia 2009:7*

## GOULBURN PRE-SCHOOL ASSOCIATION INC

### Contact Details

**Street Address:** Mount Street, Goulburn NSW 2580

**Postal Address:** P.O. Box 625, GOULBURN NSW 2580

**T:** 02 4821 9047

**Email:** [goulburnpreschoolac@bigpond.com](mailto:goulburnpreschoolac@bigpond.com)

**Website:** [www.goulburnpreschool.org.au](http://www.goulburnpreschool.org.au)

### 2020 Management Committee Members – All Voluntary Members

**President:** Mrs Nicole Owen

**Vice President:** Mrs Viviana Tremble

**Secretary:** Mrs Alanah Chinnery

**Treasurer:** Ms Patricia Abello-Rodriguez

*N.B. The Management Committee also fills the required role of **APPROVED PROVIDER** and is responsible for the operation and management under the Education and Care Services National Law 2010.*

### Director / Nominated Supervisor

Mrs Ann-Maree Fisher - Bachelor of Education (Early Childhood)

*N.B. the Director is the PRIMARY contact for Goulburn Pre-School and responsible for the compliance and day to day operations of Goulburn Pre-School. The Director is in a advisory role for the Management Committee.*

### Operational Information

**Max Licenced Daily Places per day:** 40

**Age Group:** 3 to 5 years of age

**Current Rating Under National Quality Standards:** EXCEEDING

**Last Assessment and Rating:** 19 & 20 August 2019



## GOULBURN PRE-SCHOOL ASSOCIATION INC

### Service Information

**Service Type:** Community based Pre-School

**Operational Hours:** Pre-School Hours 8am – 3:30pm Monday to Friday

Extended Hours 3:30pm – 4:30pm

#### **Current Attendance Patterns:**

Attendance patterns are designed to support a minimum of 15 hours per week attendance for children in line with the requirements of the NSW Start Strong Funding.

3 days attendance – Monday, Tuesday, Wednesday OR Wednesday, Thursday, Friday

2 days attendance – Monday, Tuesday OR Thursday, Friday

### Employment Opportunities

Goulburn Pre-School employs 12 full time and part time staff.

This includes:

3 Early Childhood Teachers – all 4 year University Qualified

3 Diploma Qualified Educators

5 Certificate III Qualified Educators – 2 Certificate III Educators are supported to be working towards Diploma Qualifications.

1 Clerical Officer

6 casual educators as required.

**Staff Development:** A strong emphasis is placed on access to ongoing professional development of all levels of staff to ensure best practice and up to date knowledge within early childhood.

Staff are supported to update and upgrade qualifications.



## GOULBURN PRE-SCHOOL ASSOCIATION INC

### **Program Offered**

Goulburn Pre-School offers a high quality education and care program for children aged 3 to 5 years (rated Exceeding in Assessment and Rating in 2019). Our approach to programming is based on the principles, practices and learning outcomes of **Belonging, Being & Becoming: The Early Years Learning Framework for Australia**, as required under the Education and Care Services National Regulations.

**Inclusion Support:** Goulburn Pre-School advocates inclusion for all children and strives to support individual needs of children and families where possible.

**Extended Hours:** An extended hours program is offered in the afternoon to support working families to access the Pre-School program. This additional time is an UNFUNDED part of the program.

Demand for extended hours has decreased over the past 3 years with the extension of the Pre-School hours from 8am to 3:30pm in 2017. The reduction of enrolments for the extended hours program has decreased our fee revenue however this has been addressed in our budget planning. The financial viability of the program is regularly reviewed and monitored.

### **Business Plan Identified Purpose**

1. To support sound management and financial planning for the ongoing development and stability of Goulburn Pre-School.
2. To meet the ongoing obligation to Goulburn Mulwaree Council under the current Lease / Licence Agreement to maintain and develop the site to a high standard.
3. To ensure compliance with the requirements of relevant regulatory bodies and funding providers including NSW Department of Education (funding and regulatory), NSW Fair Trading, Charities Registration and other relevant bodies as applicable.
4. To ensure Goulburn Pre-School strives to meet the best service provision model to our local community and continues to meet the Mission Statement and Philosophy of the service.

## GOULBURN PRE-SCHOOL ASSOCIATION INC

### **Keys to our success**

1. *Maintaining the high quality reputation of Goulburn Pre-School within the local community through ongoing development, maintenance and improvement of facilities, positive relationships with families and the local community. This has ensured 100% enrolment with a waiting list for the past 5 years.*

2. *Consistency and retention of staff has ensured strong long term focus of goals and service development. Experienced staff have in depth knowledge of regulatory requirements, changing funding models and connections within the local community. Currently succession planning and upskilling of new staff is an emerging focus to share knowledge for future changes.*

3. *Effective financial planning and management of all aspects of the operations of the Pre-School. Over the past 5 years, Goulburn Pre-School has worked towards ensuring fundraising DOES NOT cover any operational costs and all known operation costs are effectively budgeted for.*

4. *Development of an emergency contingency fund has been identified as part of the NSW START STRONG funding training through CCSA (Community Connections Solutions Australia). In the event of an incident or event that would render the Pre-School non-operational for a period of time, funds would be available for required repairs, relocation, retention of staffing or operational changes as required. This would be in addition to the extensive business and contents insurance Goulburn Pre-School maintains.*

*This may include fire, flooding, structural issue with building, vandalism or pandemic.*

*NB: NSW Start Strong Funding is provided to operational programs and therefore provision needs to be made to cover ongoing operational costs in the short term where funding may not be applied.*

5. *Successfully maintaining Goulburn Pre-School as a STAND ALONE community based Pre-School under a Management Committee structure. This allows us to maintain a service which is strongly invested and connected to the needs of our local communities, families and the children.*

6. *Embracing the ongoing support of our local community from local businesses, local organisations and Goulburn Mulwaree Council.*



### **Our Meeting Place**

*We gather in this space each day to share Acknowledgement of Country, sing, tell stories and reflect on our day.*

**GOULBURN PRE-SCHOOL ASSOCIATION INC**

**Goulburn Pre-School – A Brief History**

*In 1985, a desperate need for an additional Pre-School Service was identified and a dedicated group of parents and local community members worked together to work towards achieving this goal. Through their hard work, a successful approach was made through Mr Robert Webster, then Member for Goulburn and Goulburn City Council to seek a suitable location. The original premises in River Street was identified, work commenced and was funded through fundraising and the support from the local community.*

*Recurrent operation funding through the NSW State Government was achieved via much lobbying and hard work and Goulburn Pre-School opened as a 1 unit service on 23 June 1986.*

*The long term vision of a 2 unit Pre-School remained the focus of the project and a working committee was formed. The site in Mount Street was secured with the support of Goulburn City Council. Strong fundraising efforts in the community continued towards the estimated \$250,000 cost of completing the building and a grant from the NSW government was successfully sought. With close to half of the funds sourced through local fundraising and NSW government grant, Goulburn Pre-School Association Inc sought a loan from Goulburn City Council to make the project a reality.*

*The Mount Street premises were opened 3<sup>rd</sup> August 1991 and continue to operate on this site.*



## GOULBURN PRE-SCHOOL ASSOCIATION INC

**A Brief History of past Loan / Lease Agreements**

To ensure the completion of the much-needed Pre-School, Goulburn City Council extended a loan to Association of \$185,000. In August 1994, a reviewed 'lease' agreement was completed at the request of the Department of Conservation and Land Management to bring the arrangement into an acceptable format. This resulted in the original 'loan' being converted to a lease agreement. The monthly payment was set at \$1,947 per month. In addition, Goulburn Pre-School Association Inc took on responsibility for all repairs and maintenance of the building as well as all associated rates and water charges.

In 1999/2000, the Goulburn Pre-School Association Inc management committee approached Goulburn City Council for a reduction in monthly lease payments due to the difficult financial position of the Pre-School at the time. Goulburn City Council showed their ongoing support and commitment to Goulburn Pre-School by agreeing to a reduction in the monthly lease payment of \$1,509 per month. All other aspects of the agreement were maintained, and it was agreed the arrangement would be reviewed on a 5 year basis.

Goulburn Pre-School Association Inc approached Mr Ken Wheeldon in June 2004 to initiate a conversation in advance to plan for the renewal due in 2005. Ongoing planning and management were essential to the Pre-School to ensure effective budgeting in line with the funding from the NSW Government. It was mutually agreed to delay discussions until after the finalisation of the council amalgamation. The lease review was completed with Goulburn Mulwaree Council on 19<sup>th</sup> July 2005 and no changes were made to the arrangement at this time.

The last negotiations occurred in 2009 and were finalised on 21 July that year. Throughout this renewal process, strong consideration was given to the following areas:

- Ongoing frozen funding levels for NSW Pre-Schools.
- Our reliance on fundraising and grants for capital works improvements.
- Increasing fee levels as an obstacle for local families accessing a quality Pre-School program.
- Significant and ongoing operational costs each year.
- Aging of the building and assets with a targeted maintenance and improvement plan.
- Maintaining and improving the building and learning environments in line with the current Education and Care Services Law to maintain our operational licencing.
- Increased competition in the early childhood education market from expanding private service providers.

In discussions, it was also recognised, Goulburn Pre-School had fulfilled the financial commitment to the original historical loan repayment in the lease format.

Goulburn Mulwaree Council again showed ongoing commitment to our community-based Pre-School and renewed the lease under the following terms:

- Annual lease \$7,500 (+GST) commencing 21 July 2009 with CPI adjustment each year. All associated rates and water costs are paid by Goulburn Pre-School Association Inc.
- Goulburn Pre-School Association Inc maintained responsibility for all improvements and maintenance of the building and fixed structures.

## GOULBURN PRE-SCHOOL ASSOCIATION INC

- **The next renewal is due 21 July 2021.**

Goulburn Pre-School was EXTREMELY appreciative to Goulburn Mulwaree Council for supporting the ongoing successful operation

Goulburn Pre-School Association Inc contacted Mr Ken Wheeldon early 2020 to again initiate discussions and ensure the Pre-School continued to effectively plan and budget for service provision and maintenance. Mr Ken Wheeldon and Ms Denise Fors met with Director, Ann-Maree Fisher to view the premises and note the ongoing care, maintenance, and improvements to the building and surrounding areas.

Due to the COVID-19 pandemic, the process was slowed to ensure Goulburn Pre-School could focus on meeting the challenges of the pandemic and manage the significant potential financial challenges posed. Ms Denise Fors has again moved the process forward and we continue to communicate to finalise the review.

### **NSW Funding Increases**

The past 11 years has seen a continuous flow of changes to funding for NSW Pre-Schools. For Goulburn Pre-School, this has been a very positive outcome with the implementation of START STRONG funding in 2017. Between 2010 and 2017, funding showed minor growth and this was reflected in the higher fee levels. Higher fees impacted attendance and affordability for families however Goulburn Pre-School retained the commitment to the most affordable fee levels possible.

In the lead up to the introduction of the START STRONG funding, Goulburn Pre-School attended all training and information sessions in the lead up to the funding announcement. This allowed us to restructure our operational structure and staffing to maximise our eligible funding. As a result, we were identified as an 'early starter' to the program and had the benefit of an additional 6 months funding at the higher rate. CCSA also requested permission to use our experience to share with other community-based pre-schools transitioning to Start Strong funding.

As part of the significant 2017 increase, all Pre-Schools were required to pass through a minimum of 75% of their funding increase in fee subsidy to families. To ensure we were compliant with this goal, we signed up for the CCSA support program as the funding calculation was complex.

This saw a decrease in fees from \$35 per day to \$18 per day commencing 2017. As a result, we have maintained 100% capacity enrolments due to increased affordability. Due to increased demand, we strictly adhere to the NSW Start Strong priority of access for enrolments guidelines.

Unfortunately, we have been unable to place all children on the waiting list each year. Our maximum number of enrolments each year is 80 and targets children in the year before school, children of Aboriginal or Torres Strait Islander descent, children at risk of harm, low income families and diagnosed additional needs.

GOULBURN PRE-SCHOOL ASSOCIATION INC

<i>Calendar Year</i>	<i>NSW State Funding</i>	<i>Fee Income</i>	<i>Fundraising</i>
2010	\$204,541	\$246,316	
2011	\$206,114	\$251,734.50	\$4,460.92
2012	\$209,212	\$262,632.43	\$2,949.59
2013	\$213,729	\$258,056.98	\$1,059.78
2014	\$254,212.36	\$240,329	\$2,998.44
2015	\$257,084.10	\$280,432	\$5,283.25
2016	\$313,351.01	\$296,324	\$5,656.81
**2017	\$500,317.36	\$146,228	\$7,412.43
2018	\$508,511	\$172,300	\$5,105.43
2019	\$501,338	\$197,558	\$6,480.37

\*\* START STRONG FUNDING began

*It is important to note, the current federal government has **not recommitted** to the Universal Access Funding and reduced their funding to early childhood education in each state. The NSW state government has committed to the START STRONG FUNDING MODEL (based on SEIFA bands) however, they have advised **the levels are not fixed and may change** to reflect the current economic climate at the time. Whilst we are hopeful to see the current funding levels maintained, we are always mindful the funding commitment is year to year and constantly under review.*

**A changing approach to our budget planning**

*Detailed and precise planning have always been an important part of our budget strategy in light of the ever changing funding structures in NSW. Funding levels are NEVER guaranteed, and indications show funding will now remain at fixed levels indefinitely. Whilst funding levels have improved significantly over the past 3 years, it has not addressed the following issues:*

- decades of underfunding and NSW Pre-Schools playing ‘catch up’ to secure their ongoing survival.
- every increasing operational expense such as wages, utilities, access to technology and inflation.

**Fundraising:** *Under the guidance of Ian James, we also reviewed our reliance on fund raising from 2012 onwards, for operational costs. Our budget was restructured to cover all known operational costs and fundraising was targeted at ‘extras’ and improvements ONLY.*

**Contingency Funds:** *As part of the CCSA Start Strong support program, community based Pre-schools were strongly encouraged to include a contingency in each budget to cover any significant even which would impact operations. This included flood, fire, storm or another major event. **Whist insurances are all maintained at appropriate levels including coverage for extended periods of shut down, Start Strong funding would not always apply to a non-operational service.** Goulburn Pre-School has now allowed for a contingency in each budget. The event of COVID-19 has been a perfect example of the contingency safeguarding our operation.*

**Provision for maintenance and improvements:** *Goulburn Pre-School Association Inc is increasingly aware of the age of the building and that there will be ongoing costs associated with maintenance in the coming years. Large projects are spaced out and well planned for in advance.*

**GOULBURN PRE-SCHOOL ASSOCIATION INC**

**Goulburn Pre-School Improvements and Projects Register**

Year	Supplier	Description	Cost
<b>2020</b>	Fire Services Plus	Domestic Smoke Detector Upgrade	\$1,180
	The Crescent School	Contribution to Traffic Calmer on access	\$681.82
	Douglass Blinds	Renewal of Shade structure - Sandpit	\$9,309.09
<b>2019</b>	Electel	Emergency Lighting renewal	\$1,373.45
	Millennium Windows	Front Door Replacement	\$3,230.00
<b>2018</b>	Swiftly's Landscaping	Drought /water/ erosion management	\$5,381.82
	Delly's Plumbing	Bathroom Renovation	\$30,202.09
<b>2017</b>	Steve Woodberry Painting	Painting – Internal walls and doors	\$6,580.00
	B&J Kitchens	Outdoor cabinet on verandah	\$2,720.30
<b>2016</b>	Douglass Blinds	Outdoor Café Blinds	\$8,991.18
	Synthetic Grass and Rubber	Softfall Rubber Replacement	\$23,221.00
	Goulburn Motor Trimming	Shade Sail Replacement	\$3,150.00
	Jethydro Evacuations	Tree Root Guard	\$697.94
	Electel	Replacement fans / lighting	\$964.00
	Aaron's Trees	Tree Removal	\$1,078.00
<b>2015</b>	Whalan Plumbing	Drainage- significant upgrade rear of yard	\$7,402.54
<b>2014</b>	Whalan Plumbing	Kitchen Hand Basin installed	\$1,399.49
<b>2013</b>	Goulburn Water Systems	Timed watering system (significantly cost reduced – part donation)	\$1,000
	Weatherstone Fencing	Single Access gate (replacement)	\$430.00
<b>2012</b>	Electel	Replacement of security and external lights	\$2,750.00
	Goulburn Motor Trimming	Shade sail repair / pergola shade cover	\$2,015.00
	Goulburn Plumbing	Replacement hot water system	\$2,292.50
	Goulburn Plumbing	Replacement Gas Heater	\$3,509.00
<b>2011</b>	Carpet Court	Replacement carpet and underlay	\$5,000
	Divall's	Concrete pathway	\$2,233.00
	DC Curtains	Internal Blinds	\$3,396.00
	Steve Woodberry Painting	Exterior Painting of Building	\$5,720.00
<b>2010</b>	Divall's / Swiftly's Landscaping	Performance Area / Meeting Place	\$9,888.55
	Goulburn Plumbing	Replacement Gas Heater	\$3,100.00
<b>2009</b>	Divall's	Car ark Asphalt	\$16,280.00
		<b>TOTAL</b>	<b>\$165,176.77</b>

- N.B. This does not include general ongoing maintenance and repairs carried out as required or as part of compliance requirements such as testing / maintenance of thermostat mixer valve, fire services checks, emergency lighting compliance and so on. All compliance checks are scheduled and current.
- Projects have been funded through successful grant opportunities, community fundraising and support, local service club support through donations of time and resources and local businesses. No requests for funding or support have been made to Goulburn Mulwaree Council.

**GOULBURN PRE-SCHOOL ASSOCIATION INC**

**Planned Future Improvements and Maintenance – 5 Year Projection**

<b>Identified Project</b>	<b>Anticipated Timeframe</b>	<b>Estimated Cost</b>
<b>Complete kitchen refurbishment including flooring and appliances</b>	Had been planned for end 2020 however COVID has delayed plans End 2021/ 2022 – during January shut down	\$35k - \$40k  Funds have been reserved for this project over long term budget provision.
<b>Replacement of vinyl flooring areas throughout the centre</b>	Will need to coincide with kitchen as areas are linked.	\$20k  Budget provision and ongoing fundraising
<b>Improvement to entry areas to include recognition and acknowledgement of Aboriginal culture</b>  - Welcome ART WORK - Tidy and replanting of native plants at driveway entrance to include possible local totems represented.	Collaborative project to link with entrance to the Crescent School.  2021	\$10k
<b>Shade provision in playground</b>	2021  As a result of the removal of trees from Crescent School overlapping areas to accommodate new classrooms	\$3,500
<b>Playground upgrade and design</b>	2022	\$25k  Will seek NSW Dept Education Learning Spaces Grant  (Discussed at Minister of Education visit mid 2020)
<b>External Fencing Upgrade</b>	2021 - 2025  Planning stage – seeking quotes  A plan to upgrade the external fencing to ensure it is not able to be scaled is in place – current fence is compliant however sections require replacement.	Estimate of \$50k  This will be a project broken into stages as it is affordable or suitable grants become available.
<b>External Painting of Building</b>	2022 /3	\$8,000
<b>Internal Painting</b>	2023/4	\$8,000

- Goulburn Pre-School has the capacity to budget, fundraise and apply for relevant grants for each identified project as well as ongoing general maintenance. We do not anticipate requesting any financial support from Goulburn Mulwaree Council.
- In sourcing materials and planning projects, strong consideration is given to sustainability, use of power and water resources, waste output, source of materials and overall environmental impact. This is a targeted area for future change in our service Quality Improvement Plan.
- Local businesses and service providers are always prioritised where possible to support our local economy.



## GOULBURN PRE-SCHOOL ASSOCIATION INC

**Impact of 2020 Events**

2020 has been a unique year full of challenges which have impacted many families, businesses and organisations within our local community and surrounding areas. The impact of the devastating drought, and the bush fires in January is still being felt by many financially, emotionally and health wise. The current COVID-19 pandemic has changed the way we live our daily lives, interactions with others, employment, businesses as well as managing the isolation from family supports and networks for many.

The financial and well being recovery from all events will be significant for years to come.

Our priority at Goulburn Pre-School will be to continue to focus on providing the most affordable and accessible fee structure possible for 2021 and beyond. Fees have been set at \$25 per day and \$10 per day for families eligible for subsidy due to financial hardship, children identified at risk, Aboriginal and Torres Strait Islander children and identified children with additional needs. Sound financial and service management, as well as our established contingency fund has seen us safely through 2020.

We have been fortunate to be eligible for Job Keeper through until September 2020 and the ATO Cash Boost Funding. This has ensured we have been able to retain all staff, provide required additional cleaning and administration and fee support for families throughout the COVID-19 pandemic. Goulburn Pre-School has maintained enrolments during this period of time, provided a safe and supportive environment to families who have struggled with work demands, financial concerns, school online as well as assisting elderly family members. Due to Job Keeper and ATO Cash Boost programs, Goulburn Pre-School has been able to fully subsidise fees for enrolled children for terms 2 through to 4. **We have encouraged ALL families who are able, to spend this money locally in small businesses and give back to our community. Many families have informed us, this is exactly what they have done.**

Fundraising has been very limited in 2020 and this will be reflected in our audited financials at the end of the year.

Regardless, the prior planning and established financial management has demonstrated Goulburn Pre-School is well prepared to navigate and manage unexpected events.

**Our local Community**

It is vital Goulburn Pre-School remains aware of the changing needs of our local community.

Goulburn Mulwaree Council has identified key points in the Social Sustainability – Strategy and Action Plan 2019 /20, which are extremely relevant to Goulburn Pre-School. This includes:

1. Supporting the delivery of infrastructure, services and grants (p.9)
2. Increase in Pre-School aged children (p.35)

## GOULBURN PRE-SCHOOL ASSOCIATION INC

**Our local Community continued**

3. *Recognising the cost of living is a barrier to many members in our local community and accessibility to services (p13)*

*Goulburn Pre-School START STRONG funding is based on SEIFA level 10. This level of funding reflects a lower income community, where support for service provision and affordable fee levels are targeted.*

*Goulburn Pre-School is able to support these identified areas by:*

1. *Supporting access to an affordable and well supported early childhood service.*
2. *Supporting and referring families in need to local services as appropriate including family counselling, health services, financial and legal services and other local services as appropriate.*
3. *Supporting parenting skills through parent sessions with guest speakers targeting toileting, sensory processing and transition to school.*
4. *Supporting children with identified additional needs through the assessment process and accessing NDIS 0-6 Program funding to access therapy services. Waiting lists for assessment and services are extremely long in Goulburn. Whilst attending Pre-School, the children are receiving support, intervention and a sense of belonging and connection as they await additional services. We supported the Royal Far West Healthy Bus Stop Program in 2019, provided informed letters of support, attended planning meetings and promoted the service within the community. The high demand for assessment, therapy and support services in Goulburn has been discussed with Pru Goward and now Wendy Tuckerman in their roles as local Members of Parliament.*
5. *Working with services to provide programs for children and families such as the STEPS Vision Screening Program, Responsible Pet Ownership (Dog Safety and Awareness) and awareness of other community programs.*
6. *Supporting children and families with a positive transition into Kindergarten in collaboration with the local primary schools.*
7. *Promoting and encouraging healthy eating and an active play for our families and their children. NSW Health Munch and Move Program is a key resource in this area. Our 2020 initiative to support ZERO WASTE lunch boxes has seen a significant increase in fresh foods provided as an alternative to pre-packaged foods. As an added bonus, we have halved our weekly general waste collection in 2020.*

## GOULBURN PRE-SCHOOL ASSOCIATION INC

**In Conclusion**

*Goulburn Pre-School has an established track record of strong financial and organisational management over the past lease period. The building and surrounding areas have been maintained to a high standard and an ongoing plan is in place to continue this standard as well as financial planning and provision to complete the task. Sound management is reflected in maintaining all compliance responsibilities to a wide range of regulatory bodies.*

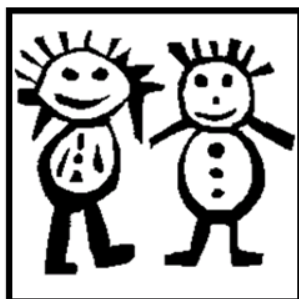
*Goulburn Pre-School is rated at an EXCEEDING level and has consistently operated with 100% enrolments and an additional waiting list with the introduction of Start Strong Funding. There has been a consistent approach to ensuring an accessible and affordable early childhood educational program which is reflected in our Mission Statement and Service Philosophy. Affordability is a key issue in our local community and one we will continue to prioritise where possible.*

*Goulburn Pre-School has a strong and proven understanding of the current NSW Start Strong Funding model. We also recognise how quickly funding can change – both increases and decreases. The current funding model has the potential to stagnate and again place strains on NSW Pre-Schools as we have previously experienced. Ensuring efficient financial planning allows Goulburn Pre-School to ensure there is an operational safety net for an emergency situation and ability to meet our financial obligations.*

*Goulburn Pre-School recognises the current building is now over 30 years old and ongoing maintenance and improvements will increase. Planning and provision are in place for this to happen efficiently.*

***In light of the above actions, Goulburn Pre-School Association Inc, would like to formally request a renewal of the lease with Goulburn Mulwaree Council with the terms and conditions of the current lease maintained.***

*Over the past 35 years, Goulburn Pre-School has been a very special place for an estimated 3,000 children (maybe more) and their families! Goulburn Pre-School would like to acknowledge the strong connection Goulburn Mulwaree Council has had to the development of the centre and we look forward to this continuing for many years to come.*



***Goulburn Pre-School Association Inc.***

*Audited Financial Statements*

*For the year ended 31 December 2018*



**James and Cook**  
Public Accountants  
Star Cottage – 93 Bourke Street  
Goulburn NSW 2580

Phone: 02 48222355 Fax: 02 48222356  
Email: [admin@jamesandcook.com.au](mailto:admin@jamesandcook.com.au)

**Goulburn Pre School Association Inc  
Year Ended 31 December 2018**

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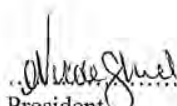
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Notes to the Accounts  
Depreciation Schedule  
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**GOULBURN PRE-SCHOOL ASSOCIATION INCORPORATED**  
**STATEMENT BY MEMBERS OF THE COMMITTEE**

We, as Committee members of the Goulburn Pre-School Association Inc., hereby certify that the information contained in the books and financial records of the organisation present fairly the financial position of the organisation as at 31 December 2018.

We are satisfied that:

- a) An amount equal to the total grant paid has been expended in the approved project consistent with the allocation specified in the Funding Agreement with the Department of Community Services.
- b) Establishment of all reserve provisions is justified.
- c) Payments to associated affiliated bodies have been adequately disclosed.
- d) All expenditure and establishment of provisions has been approved in accordance with the organisation's rules.
- e) A full and complete set of financial records has been maintained.
- f) At the date of this statement there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.

  
.....  
President

  
.....  
Treasurer

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Goulburn Pre-School Association Inc

15 Mount Street  
PO Box 625  
Goulburn NSW 2580

**Profit & Loss [With Last Year]**

January 2018 To December 2018

ABN: 60 198 061 020

	This Year	Last Year
<b>Income</b>		
<b>Fees</b>		
Fees - General	\$157,540.00	\$125,568.00
Fee- Extended Stays	\$12,300.00	\$18,200.00
Fees - Startup	\$2,460.00	\$2,460.00
<b>Total Fees</b>	<b>\$172,300.00</b>	<b>\$146,228.00</b>
<b>Subsidy</b>		
Subsidy 1 - HCC	-\$18,512.00	-\$10,490.00
Subsidy 2 - General	-\$4,121.00	\$0.00
Subsidy 3 - ATSI	-\$5,473.00	-\$6,040.00
<b>Total Subsidy</b>	<b>-\$28,106.00</b>	<b>-\$16,530.00</b>
Membership Subscriptions	\$410.00	\$405.00
<b>Fundraising</b>		
Dance Night	\$729.31	\$0.00
Tea Towels	\$930.00	\$928.00
Pizza Night	\$0.00	\$872.85
Meet n Greet	\$107.76	\$0.00
Picture Plates	\$757.00	\$768.75
Living Fundraisers	\$0.00	\$361.00
Raffles General	\$1,956.00	\$1,684.00
Bunnings BBQ/Cake Stall	\$0.00	\$2,310.90
Pre-school Products	\$625.36	\$486.93
<b>Total Fundraising</b>	<b>\$5,105.43</b>	<b>\$7,412.43</b>
Capital Provisions Income	\$22,545.48	\$0.00
DET - funding	\$508,511.00	\$500,317.36
DET - Drought Relief	\$5,381.82	\$0.00
DET - DIP Funding	\$37,720.00	\$12,915.00
UDL Funding	\$0.00	\$4,800.00
Grant - Outreach Initiative	\$0.00	\$5,400.00
Grant - Professional Dev.	\$1,300.00	\$0.00
<b>Donations</b>		
Donation	\$367.00	\$0.00
<b>Interest Received</b>		
Interest - Working	\$70.50	\$71.24
Interest - Term Deposits	\$2,670.57	\$3,631.05
Interest - ANZ Online Saver	\$651.95	\$689.89
<b>Total Interest Received</b>	<b>\$3,393.02</b>	<b>\$4,392.18</b>
Miscellaneous Income	\$0.00	\$500.00
Paid Parental Leave	\$12,568.44	\$0.00
Workers Comp Income	\$3,178.37	\$0.00
<b>Total Income</b>	<b>\$744,674.56</b>	<b>\$665,839.97</b>
<b>Gross Profit</b>	<b>\$744,674.56</b>	<b>\$665,839.97</b>
<b>Expenses</b>		
<b>Capital Expensed</b>		
Capital - Drought Funding	\$5,381.82	\$0.00
Capital - Fundraising	\$2,868.80	\$0.00
Capital - Provisions	\$22,545.48	\$0.00
Audit fees	\$2,150.00	\$2,150.00
Accounting and Bookkeeping	\$1,685.00	\$0.00



This report includes Year-End Adjustments.

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Goulburn Pre-School Association Inc

15 Mount Street  
PO Box 625  
Goulburn NSW 2580

**Profit & Loss [With Last Year]**

January 2018 To December 2018

ABN: 60 198 061 020

	This Year	Last Year
Advertising/Marketing	\$543.92	\$0.00
Bank fees and charges	\$1,028.10	\$952.27
Cleaning	\$17,343.27	\$16,833.54
Classroom supplies	\$6,079.96	\$7,849.24
Teaching Resources	\$780.09	\$1,147.92
Computer expenses	\$1,078.26	\$37.73
Depreciation Expense	\$1,661.00	\$1,661.00
First Aid	\$202.30	\$265.26
Staff Misc	\$0.00	\$20.60
Staff Hats/Uniform	\$116.36	\$87.00
Fees		
Dept of Fair Trade Fees	\$167.70	\$187.75
Community Service Licence Fees	\$496.00	\$464.80
<b>Total Fees</b>	<b>\$663.70</b>	<b>\$652.55</b>
Insurance - General	\$5,903.55	\$6,611.91
Insurance - Workers Comp	\$7,758.73	\$6,385.22
Office Supplies	\$1,131.37	\$1,439.03
Ricoh Copier	\$699.48	\$729.96
Reimbursements & Performances		
Performance/Reimbursement	\$80.00	\$650.00
<b>Total Reimbursements &amp; Performances</b>	<b>\$80.00</b>	<b>\$650.00</b>
Playground supplies	\$277.82	\$1,615.36
Playground/Building Works	\$0.00	\$874.20
Postage	\$281.07	\$271.73
Rates	\$330.00	\$309.00
Water	\$5,478.37	\$5,349.07
Rent	\$9,115.62	\$8,923.74
Provision - Projects/Repairs	\$25,000.00	\$10,000.00
Repairs & Maintenance	\$3,995.72	\$3,230.63
Subscriptions	\$3,521.42	\$3,493.22
Meeting Exp /Amenities	\$208.14	\$193.03
Community/Cultural Events	\$45.91	\$1,793.62
Staff Amenities	\$527.70	\$587.18
Staff Training	\$2,512.46	\$3,837.09
Employment Expenses		
Superannuation	\$48,551.03	\$44,438.92
Wages & Salaries	\$484,456.21	\$449,505.59
PDSP/DIP	\$37,957.23	\$26,561.11
L/Serv&Sick provision Expense	\$2,527.00	\$15,126.00
<b>Total Employment Expenses</b>	<b>\$573,491.47</b>	<b>\$535,631.62</b>
Services		
Electricity	\$2,412.19	\$2,203.78
Gas	\$2,113.66	\$1,886.57
Telephone	\$2,022.22	\$2,290.22
<b>Total Services</b>	<b>\$6,548.07</b>	<b>\$6,380.57</b>
<b>Total Expenses</b>	<b>\$711,034.96</b>	<b>\$629,963.29</b>
Operating Profit	\$33,639.60	\$35,876.68
<b>Net Profit/(Loss)</b>	<b>\$33,639.60</b>	<b>\$35,876.68</b>

This report includes Year-End Adjustments.

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Goulburn Pre-School Association Inc

15 Mount Street  
PO Box 625  
Goulburn NSW 2580

**Balance Sheet [Last Year Analysis]**

December 2018

ABN: 60 198 061 020

	This Year	Last Year
<b>Assets</b>		
<b>Current Assets</b>		
<b>Cash On Hand</b>		
Working Account	\$121,445.12	\$95,143.51
Fundraising Account	\$1,399.65	\$1,399.65
Working - Cash Drawer	\$50.00	\$50.00
Petty Cash	\$200.00	\$200.00
Term Deposit 9711-17412	\$117,731.05	\$114,956.10
ANZ Online Saver	\$218,135.35	\$192,483.40
<b>Total Cash On Hand</b>	<b>\$458,961.17</b>	<b>\$404,232.66</b>
Trade Debtors	\$0.00	-\$12.50
<b>Total Current Assets</b>	<b>\$458,961.17</b>	<b>\$404,220.16</b>
<b>Other Assets</b>		
Prepayments	\$9,462.48	\$0.00
Accrued Interest	\$562.20	\$666.58
<b>Total Other Assets</b>	<b>\$10,024.68</b>	<b>\$666.58</b>
<b>Fixed Assets</b>		
<b>Property, Plant &amp; Equipment</b>		
Plant & Equipment & Fencing	\$83,888.98	\$83,888.98
Depreciation - Plant Equip Fen	-\$81,509.00	-\$79,848.00
<b>Total Property, Plant &amp; Equipment</b>	<b>\$2,379.98</b>	<b>\$4,040.98</b>
<b>Playground Stage 2</b>		
Playground - Stage 2	\$19,910.00	\$19,910.00
Depreciation - Playground St 2	-\$19,910.00	-\$19,910.00
<b>Total Playground Stage 2</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Fixed Assets</b>	<b>\$2,379.98</b>	<b>\$4,040.98</b>
<b>Total Assets</b>	<b>\$471,365.83</b>	<b>\$408,927.72</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Fees In Advance	\$2,585.00	\$1,845.00
DET Subsidy in Advance	\$136,219.93	\$121,967.25
Trade Creditors	\$1,661.89	\$234.67
Provision - Capital Improvemnt	\$57,543.55	\$55,089.03
<b>GST Liabilities</b>		
GST Collected	\$27,917.06	\$24,493.43
GST Paid	-\$2,459.72	-\$1,953.68
GST Rounding	\$0.62	-\$0.58
<b>Total GST Liabilities</b>	<b>\$25,457.96</b>	<b>\$22,539.17</b>
<b>Payroll Liabilities</b>		
Social Club	\$1,486.17	\$1,203.87
PAYG Tax Payable	\$14,802.00	\$10,606.00
<b>Total Payroll Liabilities</b>	<b>\$16,288.17</b>	<b>\$11,809.87</b>
Provision -LongService/Sick L	\$68,881.00	\$66,354.00
<b>Total Current Liabilities</b>	<b>\$308,637.50</b>	<b>\$279,838.99</b>
<b>Total Liabilities</b>	<b>\$308,637.50</b>	<b>\$279,838.99</b>
<b>Net Assets</b>		
<b>Accumulated Funds</b>		
Prior year adjustments	\$277.47	\$277.47
Accumulated Funds	\$128,811.26	\$92,934.58

This report includes Year-End Adjustments.

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Goulburn Pre-School Association Inc

15 Mount Street  
PO Box 625  
Goulburn NSW 2580

**Balance Sheet [Last Year Analysis]**

December 2018

ABN: 60 198 061 020

	This Year	Last Year
Current Year Earnings	\$33,639.60	\$35,876.68
Total Accumulated Funds	\$162,728.33	\$129,088.73



This report includes Year-End Adjustments.

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**GOULBURN PRE-SCHOOL ASSOCIATION INCORPORATED****NOTES TO FINANCIAL STATEMENTS FOR THE  
YEAR ENDED 31 DECEMBER 2018****1. STATEMENT OF ACCOUNTING POLICIES**

- a) The committee has determined that the association is a small, non-reporting entity, and therefore is exempt from the requirements of section 43(2) of the *Associations Incorporation Act 2009*, however the association does comply with Class order No. 11/01 in applying the relevant Accounting Standards and other mandatory professional reporting requirements in the preparation and presentation of these financial statements.

These financial statements are special purpose financial statements prepared in order to provide financial information to the committee and members of the association.

The accounts are prepared on an accruals basis from the books and records of the association. They are based on historic costs and do not take into account changing money values or, current values of non-current assets, except where specifically stated.

The accounting policies are consistent with those adopted in the previous year.

- b) Values for plant and equipment and fencing as well as playground Stage 2 assets at original cost together with accumulated depreciation.

New asset items purchased from direct funding or fundraising are written off in the year of purchase to reflect the link between the income and expense.

- c) Provision for Long Service Leave is calculated based on employees with five years service. No provision for Annual Leave has been made, as the normal practice is that employees take annual leave as and when it falls due.

- d) Provision for Bathroom and Kitchen Repairs/Renovations has been made as the total cost of the kitchen has been estimated at \$60,000 and the association cannot afford this outlay in any one year. Hence provision is made over a 3 to 4 year period.

- e) Provision is made for expenditure that is approved and ordered prior to the end of the year but due to time constraints has not yet been delivered.



**Goulburn Pre School Association Inc**  
**Depreciation Schedule for the year ended 31 December, 2018**

Total Cost	Priv Use	OWDV	Total Value	Rate	Type	Deprec	Private Portion	CWDV
<b>PLAYGROUND - STAGE 2</b>								
Playground Equipment								
17,940	0.00	01/10/96	0	17,940.00				
		0	0	10.00	P	0	0	0
Cubby House								
1,950	0.00	01/10/96	0	1,950.00				
		0	0	10.00	P	0	0	0
<u>19,890</u>		<u>0</u>	<u>0</u>			<u>0</u>	<u>0</u>	<u>0</u>
						Deduct Private Portion	<u>0</u>	
						Net Depreciation	<u>0</u>	
 <b>PLANT, EQUIPMENT &amp; FENCING AT COST</b>								
Office Cupboards								
1,992	0.00	04/12/01	0	1,992.00				
		0	0	10.00	P	0	0	0
Office Cupboards								
736	0.00	03/04/02	0	736.00				
		0	0	10.00	P	0	0	0
Fridge								
1,245	0.00	13/07/05	0	1,245.00				
		0	0	10.00	P	0	0	0
Shelving in Staff Room								
1,027	0.00	22/07/05	0	1,027.00				
		0	0	10.00	P	0	0	0
Change Table								
1,307	0.00	06/03/09	0	1,307.00				
		0	0	20.00	P	0	0	0
Computers								
2,958	0.00	14/12/09	0	2,958.00				
		0	0	33.33	P	0	0	0
Ricoh Fax/Copier								
4,510	0.00	14/12/09	0	4,510.00				
		0	0	25.00	P	0	0	0
Heater Room 1								
3,190	0.00	17/02/12	1,317	3,190.00				
		1,317	1,317	10.00	P	319	0	998
Hot Water Service								
2,495	0.00	25/05/12	1,095	2,495.00				
		1,095	1,095	10.00	P	250	0	845
Computer Tower								
800	0.00	20/02/13	0	800.00				
		0	0	33.33	D	0	0	0
Ricoh Photocopier								
4,370	0.00	29/06/15	1,629	4,370.00				
		1,629	1,629	25.00	P	1,092	0	537
<u>24,630</u>		<u>4,041</u>	<u>4,041</u>			<u>1,661</u>	<u>0</u>	<u>2,380</u>
						Deduct Private Portion	<u>0</u>	
						Net Depreciation	<u>1,661</u>	



*By Appt.*  
**JAMES AND COOK**  
 Public Accountants  
 - Ian James B.Bus (Acc)  
 - Tanya Cook B.Bus (Acc)



**Goulburn Pre-School Association Inc.**

**Independent Auditor's Report**

To the members of the Goulburn Pre-School Association Inc.

*Report on the Financial Statements*

I have audited the accompanying financial report, being Profit and Loss Statement, Balance Sheet, Depreciation Schedule and Notes to the Accounts for the year ended 31 December 2018.

The Committee of the association is responsible for the preparation and fair presentation of the report appropriate to cover the needs of your constitution and also the needs of the members of the association.

My responsibility is to express an opinion of the financial report based on my audit. I conducted my audit based on the Australian Auditing Standards. These Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

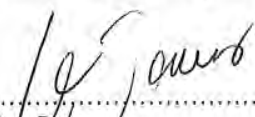
I believe that the audit evidence that I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

*Independence*

As auditor for the audit of Goulburn Pre-School Association Inc for the financial year ended 31 December 2018, I declare that, to the best of my knowledge and belief, there have been no contraventions of the code of conduct relating to independence in APES 110 Code of Ethics for Professional Accountants issued by the Accounting Professional and Ethical Standards Board.

*Auditors Opinion*

In my opinion, the financial report gives a true and fair view of the financial position of the Goulburn Pre-School Association Inc as of the 31<sup>st</sup> December 2018 and of its financial performance for the year.

  
 .....  
**Ian James**  
**27<sup>th</sup> February 2019**

Registered Tax Agent - Business Advisor - Primary Producers - Rental Properties - Audits - Justice of the Peace



Liability limited by a  
 Scheme approved under  
 Professional Standards  
 Legislation

James and Cook Pty Ltd  
 ABN: 33 617 965 152

93 Bourke Street (PO Box 260)  
 Goulburn NSW 2580  
 Phone: (02) 4822 2355  
 Email: admin@jamesandcook.com.au

***Goulburn Pre-School Association Inc.***

*Audited Financial Statements*

*For the year ended 31 December 2019*



**James accounting**  
Public Accountants  
Star Cottage – 93 Bourke Street  
Goulburn NSW 2580

Phone: 02 48222355 Fax: 02 48222356  
Email: [admin@jamesaccounting.com.au](mailto:admin@jamesaccounting.com.au)

**Goulburn Pre School Association Inc  
Year Ended 31 December 2019**

**Contents**


- Statement by Member's of the Committee
- Profit & Loss Comparative with Last Year
- Balance Sheets with Last Year Analysis
- Notes to the Accounts
- Depreciation Schedule
- Audit Report


**GOULBURN PRE-SCHOOL ASSOCIATION INCORPORATED**  
**STATEMENT BY MEMBERS OF THE COMMITTEE**

We, as Committee members of the Goulburn Pre-School Association Inc., hereby certify that the information contained in the books and financial records of the organisation present fairly the financial position of the organisation as at 31 December 2019.

We are satisfied that:

- a) An amount equal to the total grant paid has been expended in the approved project consistent with the allocation specified in the Funding Agreement with the Department of Community Services.
- b) Establishment of all reserve provisions is justified.
- c) Payments to associated affiliated bodies have been adequately disclosed.
- d) All expenditure and establishment of provisions has been approved in accordance with the organisation's rules.
- e) A full and complete set of financial records has been maintained.
- f) At the date of this statement there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.

  
.....  
President

  
.....  
Treasurer



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Goulburn Pre-School Association Inc

15 Mount Street  
PO Box 625  
Goulburn NSW 2580

**Profit & Loss [With Last Year]**

January 2019 To December 2019

ABN: 60 198 061 020

	This Year	Last Year
<b>Income</b>		
<b>Fees</b>		
Fees - General	\$175,208.00	\$157,540.00
Fee- Extended Stays	\$18,990.00	\$12,300.00
Fees - Startup	\$3,360.00	\$2,460.00
<b>Total Fees</b>	<b>\$197,558.00</b>	<b>\$172,300.00</b>
<b>Subsidy</b>		
Subsidy 1 - Equity	-\$9,337.50	-\$18,512.00
Subsidy 2 - General	-\$21,815.50	-\$4,121.00
Subsidy 3 - ATSI	-\$7,350.00	-\$5,473.00
<b>Total Subsidy</b>	<b>-\$38,503.00</b>	<b>-\$28,106.00</b>
<b>Membership Subscriptions</b>	<b>\$410.00</b>	<b>\$410.00</b>
<b>Fundraising</b>		
Dance Night	\$630.43	\$729.31
Tea Towels	\$807.50	\$930.00
Meet n Greet	\$182.40	\$107.76
Picture Plates	\$615.00	\$757.00
Raffles General	\$1,825.00	\$1,956.00
Pre-school Products	\$793.38	\$625.36
Pie Drive	\$1,626.66	\$0.00
<b>Total Fundraising</b>	<b>\$6,480.37</b>	<b>\$5,105.43</b>
<b>Capital Provisions Income</b>	<b>\$0.00</b>	<b>\$22,545.48</b>
DET - funding	\$501,338.00	\$508,511.00
DET - Drought Relief	\$26,618.18	\$5,381.82
DET - DIP Funding	\$11,684.00	\$37,720.00
Grant - Professional Dev.	\$0.00	\$1,300.00
<b>Donations</b>		
Donation	\$0.00	\$367.00
<b>Interest Received</b>		
Interest - Working	\$86.71	\$70.50
Interest - Term Deposits	\$1,923.13	\$2,670.57
Interest - ANZ Online Saver	\$618.74	\$651.95
<b>Total Interest Received</b>	<b>\$2,628.58</b>	<b>\$3,393.02</b>
<b>Paid Parental Leave</b>	<b>\$0.00</b>	<b>\$12,568.44</b>
<b>Workers Comp Income</b>	<b>\$0.00</b>	<b>\$3,178.37</b>
<b>Total Income</b>	<b>\$708,214.13</b>	<b>\$744,674.56</b>
<b>Gross Profit</b>	<b>\$708,214.13</b>	<b>\$744,674.56</b>
<b>Expenses</b>		
<b>Capital Expensed</b>		
Capital - Drought Funding	\$0.00	\$5,381.82
Capital - Fundraising	\$0.00	\$2,868.80
Capital - Provisions	\$3,230.00	\$22,545.48
<b>Audit fees</b>	<b>\$2,200.00</b>	<b>\$2,150.00</b>
<b>Accounting and Bookkeeping</b>	<b>\$0.00</b>	<b>\$1,685.00</b>
<b>Advertising/Marketing</b>	<b>\$1,227.67</b>	<b>\$543.92</b>
<b>Bank fees and charges</b>	<b>\$1,148.53</b>	<b>\$1,028.10</b>
<b>Cleaning</b>	<b>\$17,273.24</b>	<b>\$17,343.27</b>
<b>Classroom supplies</b>	<b>\$7,472.07</b>	<b>\$6,079.96</b>
<b>Teaching Resources</b>	<b>\$503.50</b>	<b>\$780.09</b>



This report includes Year-End Adjustments.

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Goulburn Pre-School Association Inc

15 Mount Street  
PO Box 625  
Goulburn NSW 2580

**Profit & Loss [With Last Year]**

January 2019 To December 2019

ABN: 60 198 061 020

	This Year	Last Year
Computer expenses	\$1,891.00	\$1,078.26
Depreciation Expense	\$1,106.00	\$1,661.00
First Aid	\$208.65	\$202.30
Staff Misc	\$9.09	\$0.00
Staff Hats/Uniform	\$72.73	\$116.36
Fees		
Dept of Fair Trade Fees	\$114.40	\$167.70
Community Service Licence Fees	\$194.00	\$496.00
<b>Total Fees</b>	<b>\$308.40</b>	<b>\$663.70</b>
Insurance - General	\$5,625.73	\$5,903.55
Insurance - Workers Comp	\$10,437.11	\$7,758.73
Office Supplies	\$943.03	\$1,131.37
Ricoh Copier	\$788.53	\$699.48
Reimbursements & Performances		
Performance/Reimbursement	\$350.00	\$80.00
<b>Total Reimbursements &amp; Performances</b>	<b>\$350.00</b>	<b>\$80.00</b>
Playground supplies	\$1,600.50	\$277.82
Postage	\$396.72	\$281.07
Rates	\$355.00	\$330.00
Water	\$4,855.02	\$5,478.37
Rent	\$9,270.24	\$9,115.62
Provision - Projects/Repairs	\$35,000.00	\$25,000.00
Repairs & Maintenance	\$5,409.30	\$3,995.72
Subscriptions	\$4,077.37	\$3,521.42
Meeting Exp /Amenities	\$365.63	\$208.14
Community/Cultural Events	\$638.67	\$45.91
Staff Amenities	\$943.36	\$527.70
Staff Training	\$2,569.22	\$2,512.46
Employment Expenses		
Superannuation	\$48,674.95	\$48,551.03
Wages & Salaries	\$504,450.50	\$484,456.21
PDSP/DIP	\$15,104.90	\$37,957.23
L/Serv&Sick provision Expense	-\$19,205.00	\$2,527.00
<b>Total Employment Expenses</b>	<b>\$549,025.35</b>	<b>\$573,491.47</b>
Services		
Electricity	\$2,431.57	\$2,412.19
Gas	\$2,171.13	\$2,113.66
Telephone	\$1,717.64	\$2,022.22
<b>Total Services</b>	<b>\$6,320.34</b>	<b>\$6,548.07</b>
<b>Total Expenses</b>	<b>\$675,622.00</b>	<b>\$711,034.96</b>
<b>Operating Profit</b>	<b>\$32,592.13</b>	<b>\$33,639.60</b>
<b>Net Profit/(Loss)</b>	<b>\$32,592.13</b>	<b>\$33,639.60</b>



This report includes Year-End Adjustments.

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Goulburn Pre-School Association Inc

15 Mount Street  
PO Box 625  
Goulburn NSW 2580

**Balance Sheet [Last Year Analysis]**

December 2019

ABN: 60 198 061 020

	This Year	Last Year
<b>Assets</b>		
<b>Current Assets</b>		
Cash On Hand		
Working Account	\$194,919.91	\$121,445.12
Fundraising Account	\$1,399.65	\$1,399.65
Working - Cash Drawer	\$237.40	\$50.00
Petty Cash	\$200.00	\$200.00
Term Deposit 9711-17412	\$120,216.38	\$117,731.05
ANZ Online Saver	\$218,754.09	\$218,135.35
Electronic clearing account	-\$7,463.71	\$0.00
<b>Total Cash On Hand</b>	<b>\$528,263.72</b>	<b>\$458,961.17</b>
Trade Debtors	-\$371.00	\$0.00
<b>Total Current Assets</b>	<b>\$527,892.72</b>	<b>\$458,961.17</b>
<b>Other Assets</b>		
Prepayments	\$8,537.07	\$9,462.48
Accrued Interest	\$0.00	\$562.20
<b>Total Other Assets</b>	<b>\$8,537.07</b>	<b>\$10,024.68</b>
<b>Fixed Assets</b>		
Property, Plant & Equipment		
Plant & Equipment & Fencing	\$83,888.98	\$83,888.98
Depreciation - Plant Equip Fen	-\$82,615.00	-\$81,509.00
<b>Total Property, Plant &amp; Equipment</b>	<b>\$1,273.98</b>	<b>\$2,379.98</b>
Playground Stage 2		
Playground - Stage 2	\$19,910.00	\$19,910.00
Depreciation - Playground St 2	-\$19,910.00	-\$19,910.00
<b>Total Playground Stage 2</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Fixed Assets</b>	<b>\$1,273.98</b>	<b>\$2,379.98</b>
<b>Total Assets</b>	<b>\$537,703.77</b>	<b>\$471,365.83</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Fees In Advance	\$3,583.31	\$2,585.00
DET Subsidy in Advance	\$130,036.75	\$136,219.93
Trade Creditors	\$10,049.60	\$1,661.89
Provision - Capital Improvemnt	\$92,543.55	\$57,543.55
<b>GST Liabilities</b>		
GST Collected	\$26,229.71	\$27,917.06
GST Paid	-\$2,482.66	-\$2,459.72
GST Rounding	\$2.00	\$0.62
<b>Total GST Liabilities</b>	<b>\$23,749.05</b>	<b>\$25,457.96</b>
<b>Payroll Liabilities</b>		
Social Club	\$1,388.37	\$1,486.17
Superannuation payable	\$8,994.68	\$0.00
PAYG Tax Payable	\$22,362.00	\$14,802.00
<b>Total Payroll Liabilities</b>	<b>\$32,745.05</b>	<b>\$16,288.17</b>
Provision -LongService/Sick L	\$49,676.00	\$68,881.00
<b>Total Current Liabilities</b>	<b>\$342,383.31</b>	<b>\$308,637.50</b>
<b>Total Liabilities</b>	<b>\$342,383.31</b>	<b>\$308,637.50</b>
<b>Net Assets</b>	<b>\$195,320.46</b>	<b>\$162,728.33</b>
<b>Accumlated Funds</b>		

This report includes Year-End Adjustments.

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Goulburn Pre-School Association Inc

15 Mount Street  
PO Box 625  
Goulburn NSW 2580

**Balance Sheet [Last Year Analysis]**

December 2019

ABN: 60 198 061 020

	This Year	Last Year
Prior year adjustments	\$277.47	\$277.47
Accumulated Funds	\$162,450.86	\$128,811.26
Current Year Earnings	\$32,592.13	\$33,639.60
<b>Total Accumulated Funds</b>	<b>\$195,320.46</b>	<b>\$162,728.33</b>



This report includes Year-End Adjustments.

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**GOULBURN PRE-SCHOOL ASSOCIATION INCORPORATED**

**NOTES TO FINANCIAL STATEMENTS FOR THE  
YEAR ENDED 31 DECEMBER 2019**

**1. STATEMENT OF ACCOUNTING POLICIES**

- a) The committee has determined that the association is a small, non-reporting entity, and therefore is exempt from the requirements of section 43(2) of the *Associations Incorporation Act 2009*, however the association does comply with Class order No. 11/01 in applying the relevant Accounting Standards and other mandatory professional reporting requirements in the preparation and presentation of these financial statements.

These financial statements are special purpose financial statements prepared in order to provide financial information to the committee and members of the association.

The accounts are prepared on an accruals basis from the books and records of the association. They are based on historic costs and do not take into account changing money values or, current values of non-current assets, except where specifically stated.

The accounting policies are consistent with those adopted in the previous year.

- b) Values for plant and equipment and fencing as well as playground Stage 2 assets at original cost together with accumulated depreciation.  
  
New asset items purchased from direct funding or fundraising are written off in the year of purchase to reflect the link between the income and expense.
- c) Provision for Long Service Leave is calculated based on employees with five years service. No provision for Annual Leave has been made, as the normal practice is that employees take annual leave as and when it falls due.
- d) Provision for Bathroom and Kitchen Repairs/Renovations has been made as the total cost of the kitchen has been estimated at \$60,000 and the association cannot afford this outlay in any one year. Hence provision is made over a 3 to 4 year period.
- e) Provision is made for expenditure that is approved and ordered prior to the end of the year but due to time constraints has not yet been delivered.



**Goulburn Pre School Association Inc**  
**Depreciation Schedule for the year ended 31 December, 2019**

Total Cost	Priv Use	OWDV	Total Value	Rate	Type	Deprec	Private Portion	CWDV
<b>PLAYGROUND - STAGE 2</b>								
Playground Equipment								
17,940	0.00	01/10/96	0	17,940.00				
		0	0	10.00	P	0	0	0
Cubby House								
1,950	0.00	01/10/96	0	1,950.00				
		0	0	10.00	P	0	0	0
<u>19,890</u>		<u>0</u>	<u>0</u>			<u>0</u>	<u>0</u>	<u>0</u>
				Deduct Private Portion		<u>0</u>		
				Net Depreciation		<u>0</u>		
<b>PLANT, EQUIPMENT &amp; FENCING AT COST</b>								
Office Cupboards								
1,992	0.00	04/12/01	0	1,992.00				
		0	0	10.00	P	0	0	0
Office Cupboards								
736	0.00	03/04/02	0	736.00				
		0	0	10.00	P	0	0	0
Fridge								
1,245	0.00	13/07/05	0	1,245.00				
		0	0	10.00	P	0	0	0
Shelving in Staff Room								
1,027	0.00	22/07/05	0	1,027.00				
		0	0	10.00	P	0	0	0
Change Table								
1,307	0.00	06/03/09	0	1,307.00				
		0	0	20.00	P	0	0	0
Computers								
2,958	0.00	14/12/09	0	2,958.00				
		0	0	33.33	P	0	0	0
Ricoh Fax/Copier								
4,510	0.00	14/12/09	0	4,510.00				
		0	0	25.00	P	0	0	0
Heater Room 1								
3,190	0.00	17/02/12	998	3,190.00				
		998	998	10.00	P	319	0	679
Hot Water Service								
2,495	0.00	25/05/12	845	2,495.00				
		845	845	10.00	P	250	0	595
Computer Tower								
800	0.00	20/02/13	0	800.00				
		0	0	33.33	D	0	0	0
Ricoh Photocopier								
4,370	0.00	29/06/15	537	4,370.00				
		537	537	25.00	P	537	0	0
<u>24,630</u>		<u>2,380</u>	<u>2,380</u>			<u>1,106</u>	<u>0</u>	<u>1,274</u>
				Deduct Private Portion		<u>0</u>		
				Net Depreciation		<u>1,106</u>		



**JAMES ACCOUNTING**  
 Ian James (B.Bus (Acc), Dip FP, FIPA, JP)



**Goulburn Pre-School Association Inc.**

**Independent Auditor's Report**

To the members of the Goulburn Pre-School Association Inc.

*Report on the Financial Statements*

I have audited the accompanying financial report, being Profit and Loss Statement, Balance Sheet, Depreciation Schedule and Notes to the Accounts for the year ended 31 December 2019.

The Committee of the association is responsible for the preparation and fair presentation of the report appropriate to cover the needs of your constitution and also the needs of the members of the association.

My responsibility is to express an opinion of the financial report based on my audit. I conducted my audit based on the Australian Auditing Standards. These Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

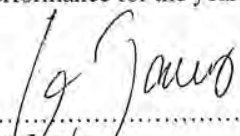
I believe that the audit evidence that I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

*Independence*

As auditor for the audit of Goulburn Pre-School Association Inc for the financial year ended 31 December 2019, I declare that, to the best of my knowledge and belief, there have been no contraventions of the code of conduct relating to independence in APES 110 Code of Ethics for Professional Accountants issued by the Accounting Professional and Ethical Standards Board.

*Auditors Opinion*

In my opinion, the financial report gives a true and fair view of the financial position of the Goulburn Pre-School Association Inc as of the 31<sup>st</sup> December 2019 and of its financial performance for the year.

  
 .....  
**Ian James**  
 26<sup>th</sup> February 2020

Registered Tax Agent - Small Business - Primary Producers - Rental Properties - Audits - Business Advisor



Liability limited by a scheme approved under Professional Standards Legislation

James Accounting Pty Ltd  
 ABN: 33 617 965 152

93 Bourke St (PO Box 260)  
 Goulburn NSW 2580  
 Phone: (02) 4822 2355  
 Email: admin@jamesaccounting.com.au

Service Approval Number: SE-00007383  
 Assessment and Ratings ID: ASR-00028237



### Goulburn Pre-school

has achieved the following ratings:

<b>Quality Area 1</b>	Educational program and practice RATING: <b>Exceeding National Quality Standard (E)</b>
<b>Quality Area 2</b>	Children's health and safety RATING: <b>Meeting National Quality Standard (M)</b>
<b>Quality Area 3</b>	Physical environment RATING: <b>Exceeding National Quality Standard (E)</b>
<b>Quality Area 4</b>	Staffing arrangements RATING: <b>Exceeding National Quality Standard (E)</b>
<b>Quality Area 5</b>	Relationships with children RATING: <b>Exceeding National Quality Standard (E)</b>
<b>Quality Area 6</b>	Collaborative partnerships with families and communities RATING: <b>Exceeding National Quality Standard (E)</b>
<b>Quality Area 7</b>	Governance and Leadership RATING: <b>Exceeding National Quality Standard (E)</b>

The overall rating for a service is determined by the combination of the Quality Area ratings achieved.

If a service is rated below the National Quality Standard in any Quality Area, the overall rating will reflect the lowest Quality Area rating. To achieve an overall rating of Exceeding National Quality Standard, a service needs to achieve Exceeding National Quality Standard in four or more Quality Areas of which two must be from Quality Area 1, Quality Area 5, Quality Area 6 or Quality Area 7.

This service is rated overall at

### **Exceeding National Quality Standard (E)**

NSW Department of Education

Date of issue: 08 October 2019

This service has been assessed against the *National Quality Standard for Early Childhood Education and Care and School Age Care* and these ratings have been awarded in accordance with the *Education and Care Services National Law Act 2010* and the *Education and Care Services National Regulations 2011*





Phone: (02) 4822 4522  
 Mobile: 0419 018 798  
 Email: dougwalkval@ozemail.com.au  
 Postal Address:  
 PO Box 1226  
 Goulburn NSW 2580

2 November 2020  
 Ms Denise Fors  
 Property Coordinator  
 Goulburn Mulwaree Council  
 Locked Bag 22  
 GOULBURN NSW 2580

Dear Ms Fors

RE: **Rental Assessment**  
 Goulburn Pre-School  
 15 Mount Street  
 GOULBURN NSW 2580

Thank you for your instruction to assess a new license fee (or rental value), which we assume will be in accordance with the current licencing agreement over the described property, on the basis of "Market Rent and a Rent suitable for a not for profit (pre-school) for reporting to an elected council" .

We inspected the property, described herein, on 21 October 2020, which we deem to be the date of this rental assessment



Front Elevation

*Liability limited by a scheme approved under Professional Standards Legislation.*  
 Misian Pty Ltd (ABN 63 065 968 970) trading as Douglas Walker & Associates (Consultant Valuers)

**TITLE PARTICULARS**

Title details are as follows and were obtained from NSW Property Information System.

Freehold being Lots 399, 400 DP 727524

City: Goulburn

LGA: Goulburn Mulwaree Council

**LOCATION**

Goulburn (Pop. 23,000) is a major regional city, located 195 kilometres south-west of Sydney in the Southern Tablelands of New South Wales.

This pre-school is situated 1 kilometre north-west of the city centre.

The property adjoins the Crescent School and the grounds of Wollondilly Primary School. On the opposite side of Mount Street are established, residences.

**LAND**

The site has an area of 3,527 square metres being 'battle axe' in shape, with Lot 399 providing the access 'handle'. We assume there is a right-of-way agreement with the adjoining pre-school over this lot.

The pre-school site (Lot 400) has a north-westerly aspect being near level in terrain.

The property appears to comprise good building land however, no geo-physical report is available.

**ACCESS AND SERVICES**

There is a bitumen sealed access roadway having concrete kerb and guttering approximately 50 metres long, off Mount Street.

Electricity, bottled gas, telephone, water, stormwater sewerage, telephone/NBN are all connected.



**ZONING**

Enquiries on the Goulburn Mulwaree Council website show that the property is within an area zoned ‘SP2 – Infrastructure’ under the provisions of Goulburn-Mulwaree Local Environmental Plan 2009.

This zoning object is to:

- Provide for infrastructure and related uses.
- Prevent development that is not compatible with or that may be detrimental to the provision of infrastructure.

The existing use is considered the highest and best (optimum) use of the property.



Rear Elevation



**IMPROVEMENTS**

**STRUCTURE**

Erected on the land and assumed to stand wholly within the boundaries is a pre-school building.

Details of construction are as follows:

- Painted concrete panel construction
- High pitch Colourbond roof
- Concrete slab floor
- Internal concrete panel walls (100 mm thick).
- Plasterboard ceilings.

Accommodation consists of 2 playrooms, 2 offices, kitchen, staff toilet, pupils’ toilet, 2 storerooms, entry/foyer, porch and open verandah (2 sides).

Fitout includes 4 gas heaters (2 large (playrooms), 2 small (staffroom), 2 store cupboards (2 each playroom), appropriate bathroom fittings (for young pupils) and basic kitchen fitout including electric upright stove, double bowl sink and laminated kitchen cupboards.

We have not sighted an identification survey by a licensed surveyor showing the existing improvements. We therefore, assume in our valuation there are no encroachments by or upon the land or any other surveying irregularities.

**AGE**

The building was constructed in 1991.

**Size**

From onsite measurements, we have calculated the following approximate gross building areas;

Main	-	348	square metres )
Verandah	-	54	square metres ) or thereabouts
Porch	-	7	square metres )

**IMPROVEMENTS cont'd****STRUCTURE cont'd****Condition**

Subject to a building report prepared by qualified personnel to the contrary, the structure appears in good general repair and in satisfactory condition commensurate with age, with no obvious structural problems or defects.

**OTHER IMPROVEMENTS**

- Large Colorbond clad storage shed.
- Metal grill child proof fencing.
- Car-park with 11 car spaces and associated kerb and guttering.

N.B. All other improvements such as the playground, water tank and storage shed have been provided by parents and the community and are not subject to this rental valuation.

Car-parking provided appears to be in accordance with parking provisions of the relevant development approval.



### VALUATION RATIONALE

Goulburn Pre-School is a community based facility which started in 1991 and is subject to a 12 year licence (lease) which expires on 21 July 2021. We have been advised that the pre-school is licensed for 40 children but Department of Education funding is limited to 30 children.

Goulburn-Mulwaree Council is the appointed Crown Land Manager for this pre-school site under provision of the *Crown Land Management Act 2016*. The council is therefore the de-facto landlord and hence, has the delegation to sign the lease for the pre-school.

We assume another long term licence (lease) will be offered to the pre-school subject one same terms and conditions as the current lease. We note the current concessional rent is \$9,516 plus GST per annum.

This above rent takes into account that all improvements and maintenance since the pre-school was opened has been undertaken by the school community. We were provided with a list by the pre-school of all improvement and major maintenance work carried out since mid-2009 which totals \$165,176.77 (\$15,016.09 per annum [p.a.]).

This work includes with the year when undertaken as follows:

- Total bathroom renovations (2018- \$30,202.09)
- Softfall replacement of synthetic grass and rubber (2016-\$23,221)
- Shade sail structure over sandpit (2010-\$9,309.09)
- Carpark asphalt (2009-\$16,280)
- Major drainage work (2015-\$7,402.54)

Hence, the rental assessment is based on the land and the main building with basic fitout only.

We were provided trading figures for the pre-school for 2019 (calendar) year which shows a turnover of \$705,214.13. The pre-school had a surplus of around \$32,000 for the year however, this surplus provides a contingency fund such as for replacement original kitchen and boundary fencing.

Pre-School education is provided either by private operators, who require their enterprise to remain profitable to retain viability, or are community based, not-for-profit organisations.

Goulburn Pre-School is operated by a community based not-for-profit organisation.



VALUATION RATIONALE cont'd



Renovated bathroom



Covered play area

Our research reveals that private operators are capable of paying a far higher rental obligation than community pre-schools. An IBIS World study in 2014 showed “rent, lease, hire costs of childcare facilities is a significant cost for profit organisations comprising roughly 10 % of total costs whereas for not-for-profit providers, such costs are only about 1 % of costs on average”.

This is in line with our previous commentary, that when nearby local councils have a rental arrangement with community pre-schools, rentals are mainly on a concessional basis and in some cases are fully rebated or ‘peppercorn’ rent is paid.

Having costs of approximately \$660,000 (excluding council rent) in 2019, a 10 % market rent (on costs) would be **\$66,000 p.a.** which would completely be unviable for this pre-school unless fees

**VALUATION RATIONALE cont'd**

were substantially raised. This is especially so, as this pre-school also have to finance all their improvement work.

At present, the current rent (\$9,516 plus GST p.a.) equates to 1.5 % of the pre-school costs. We do not consider it would be unreasonable if the council increased the annual rent to 1.75 % of total costs. This would equate to **\$11,725 plus GST per annum** or 17.7 % of the assessed market rent.





### 13.0 VALUATION CERTIFICATE

Having regard to all factors and assumptions as outlined within this report, we consider the rental value of the subject pre-school exclusive of GST as at 21 October 2020 is as follows:

- Market Rent

**Sixty Six Thousand Dollars per annum**

**(\$66,000 per annum)**

- Rent suitable for a community based, not for profit pre-school

**Eleven Thousand, Seven Hundred and Twenty Five Dollars per annum.**

**(\$11,725 per annum)**

**This rental valuation is current as at the date of valuation only. The value assessed herein may change significantly and unexpectedly over a relatively short period (including as a result of general market movements or factors specific to the particular property). We do not accept liability for losses arising from such subsequent changes in value. Without limiting the generality of the above comment, we do not assume any responsibility or accept any liability where this valuation is relied upon after the expiration of 3 months from the date of the valuation, or such earlier date if you become aware of any factors that have any effect on the valuation.**

Yours faithfully,  
**Douglas Walker and Associates (Consultant Valuers)**

**Douglas C. Walker, AAPI, WDA**  
Certified Practising Valuer  
Registered Valuer No. 212 (NSW)  
Principal Director

This rental valuation is made at the express request of the stated client and is prepared solely for the use of the stated client and shall not be used or relied upon by any other party other than the stated client, without the permission of this firm.

Please note, neither the valuer nor the firm has any interest, financial or otherwise in the property or the outcome of the valuation to be submitted.

**VALUATION CERTIFICATE cont'd**

This valuation has been carried out in accordance with the relevant Australian Property Institute Practice Standards.

It should be noted that this valuation was carried out without a search of the relevant building file from the local statutory authority, title search, zoning certificate, structural/asbestos inspection, survey certificate or a contamination site survey. If any adverse factors relating to any of the above become apparent, this office reserves the right to vary the subject valuation.

This valuation is of the real estate only and excludes all items including plant, equipment or any special construction solely attributable to the installation of such plant or equipment and business goodwill unless specifically stated otherwise.

**15.6 POLICY REVIEW - GIFTS AND BENEFITS POLICY**

**Author:** Maria Timothy, Business Manager Governance

**Authoriser:** Warwick Bennett, General Manager

**Attachments:** 1. [Gifts and Benefits Policy V1.0.20 for Business Paper 20201201.pdf](#)  
 

<b>Link to Community Strategic Plan:</b>	CL1 Our Civic Leadership – effective and respectful leadership
<b>Cost to Council:</b>	Nil
<b>Use of Reserve Funds:</b>	Nil

**RECOMMENDATION**

That

1. The report on the Gifts and Benefits Policy by the Business Manager Governance be received.
2. The reviewed Gifts and Benefits Policy be placed on public exhibition for a period of 56 days to take into account the Christmas New Year holiday period and if no objections are received the policy be adopted.

**BACKGROUND**

The report 15.11 Code of Conduct was submitted to Council at its meeting on 15 September 2020 regarding recent changes to the Model Code of Conduct for Local Councils in NSW (the Code), one of which related to the gifts and benefits provision of the Code.

**REPORT**

The amendments made to the gifts and benefits provision of the Code include:

- Lifting on the cap on the token value of gifts or benefits that may be accepted to \$100
- Clarifying that items with a value of \$10 or less are not “gifts or benefits” for the purposes of the Code and do not need to be disclosed
- Clarifying that benefits and facilities provided by councils (as opposed to third parties) to staff and councillors are not “gifts or benefits” for the purposes of the Code
- Removing the cap on the value of meals and refreshments that may be accepted by council officials in conjunction with the performance of their official duties.

Council’s Gifts and Benefits Policy has been reviewed and amended in accordance with the changes to the gifts and benefits provision of the Code.

It is recommended that this policy go on public exhibition for 56 days to accommodate the Christmas New Year holiday period.



## **Gifts and Benefits Policy**



## GOULBURN MULWAREE COUNCIL GIFTS & BENEFITS POLICY

### POLICY OBJECTIVE

To provide provide clear and objective requirements for all Council officials when dealing with gifts and benefits.

### LEGISLATIVE PROVISIONS

*Local Government Act 1993*

Goulburn Mulwaree Council Model Code of Conduct for Local Councils in NSW

### POLICY STATEMENT

#### 1. Introduction

Council has a Code of Conduct to clearly articulate the expectations placed upon all Council Officials. Council Officials include staff, Councillors and Council delegates.

Council recognises there are very real risks associated with Council Officials being offered and accepting gifts and benefits during the course of their work.

There is potential for a gift to inappropriately influence a Council Officials' behaviour resulting in them acting partially toward the gift giver rather than impartially in accordance with the Council's Code of Conduct. This is not the only concern as the perception of compromise can be equally damaging to Council and its ability to demonstrate commitment to its values.

#### 2. Gifts and Benefits

A gift or benefit is something offered to or received by a Council Official or someone personally associated with them for their personal use and enjoyment.

A reference to a gift or benefit does not include:

- Items with a value of \$10 or less
- A political donation for the purposes of the *Electoral Funding Act 2018*
- A gift provided to Council as part of a cultural exchange or sister-city relationship that is not converted for the personal use or enjoyment of any individual Council Official or someone personally associated with them
- A benefit or facility provided by Council to an employee or Councillor
- Attendance by a Council Official at a work-related event or function for the purposes of performing their official duties, or
- Free or subsidised meals, beverages or refreshments provided to Council Officials (except those referred to in Section 5 of this policy) in conjunction with the performance of their official duties such as, but not limited to:
  - The discussion of official business
  - Work-related events such as Council-sponsored or community events, training, education sessions or workshops
  - Conferences
  - Council functions or events
  - Social functions organised by groups such as Council committees and community organisations.

Council's preferred position is that gifts and benefits not be offered to Council Officials.

Council Officials must never demand or request any gift or benefit in connection with their Council duties or status with Council. This includes gifts or benefits for other people.

Council Officials must avoid situations giving rise to the appearance that a person or body, through the provision of gifts, benefits or hospitality of any kind, is attempting to secure favourable treatment from them or from Council.

Council Officials must take all reasonable steps to ensure that their immediate family members do not receive gifts or benefits giving rise to the appearance of an attempt to secure favourable treatment. Immediate family members include parents, spouses, partners, children and siblings.

A gift or benefit is deemed to have been accepted where it is received by a Council Official or someone personally associated with them.

### 3. Offers of Gifts and Benefits

Council Officials must never accept any gift or benefit:

- If the person offering it, or a fair person, would expect the Official to be influenced in the way they do their job or carry out their duties.
- If they would feel a sense of obligation or debt to the person offering the gift or benefit.
- If they or Council are likely to be compromised.

Council Officials **must not**:

- Seek or accept a bribe or other improper inducement
- Seek gifts or benefits of any kind
- Accept any gift or benefit that may create a sense of obligation on the part of the Council Official or may be perceived to be intended or likely to influence the Council Official in carrying out their public duty
- Accept any gift or benefit of non-token value<sup>30</sup>
- Accept an offer of cash or "cash-like gift" regardless of the amount
- Participate in competitions for prizes where eligibility is based on Council being in or entering into a customer-supplier relationship with the competition organiser
- Personally benefit from reward points programs when purchasing on behalf of Council.

Where a Council Official receives a gift or benefit of any value other than one referred to in Section 2 of this Policy, it must be disclosed promptly to the Official's manager or the General Manager in writing.

Where a gift or benefit of **non-token value** is received that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the Governance Business Unit, unless the nature of the gift or benefit makes this impractical.

### 4. Accepting Gifts and Benefits

#### 4.1 Gifts and benefits of token value

Council Officials may accept gifts and benefits of **token value** if:

- The gifts or benefits are one or more gifts or benefits received from a person or organisation over a 12-month period, when aggregated, do not exceed a value of \$100
- Acceptance does not create a sense of obligation
- The gift or benefit has not been solicited
- Acceptance complies with this Policy and Council's Code of Conduct
- Specific consideration has been given to the provisions contained within Section 5 of this Policy.

Council Officials must take the following into account when determining whether to accept a gift or benefit of **token value**:

- What an impartial observer might think
- The frequency of occurrence
- The degree of openness surrounding the occasion or gift.

Gifts and benefits of **token value** include but are not limited to:

- Invitations to and attendance at local social, cultural or sporting events with a ticket value that does not exceed \$100
- Gifts of alcohol that do not exceed a value of \$100
- Ties, scarves, coasters, tie pins, diaries, chocolates or flowers or the like
- Prizes or awards that do not exceed \$100 in value.

Council Officials who are in doubt about whether or not a gift is of **token value** should discuss it with:

- Their supervisor/manager, Director or the General Manager if they are a member of staff.
- The Mayor if they are a Councillor.
- Council's Business Manager Governance.

#### 4.2 Gifts and benefits of non-token value

Gifts or benefits that exceed \$100 in value are of **non-token value** and must not be accepted.

Gifts and benefits of **non-token value** include, but are not limited to:

- Tickets to major sporting events with a ticket value that exceeds \$100
- Corporate hospitality at a corporate facility at major sporting events
- Free or discounted products or services for personal use
- The use of holiday homes
- Artworks
- Free or discounted travel.

A gift or benefit of **non-token value**:

- Must only be accepted when it cannot reasonably be refused or returned and, all reasonable steps have been must be taken in the first instance to decline or return the gift or benefit
- Which cannot be returned or refused must be surrendered to Council, unless the nature of the gift, benefit or hospitality makes this impractical
- Must be disclosed immediately to the relevant supervisor/manager, the Mayor or General Manager
- Where immediate disclosure is not possible, disclosure must be undertaken at the first available opportunity but not more than 1 day after receipt of the gift.

For the purposes of this Policy, disclosure is required as follows:

- Inform the appropriate supervisor/manager or the General Manager or the Mayor
- Complete Council's Declaration of Gifts form.

In situations where a gift of **token** or **non-token value** has been declined, a disclosure is required if it could be perceived as influencing a Council Official.

Council's Governance Unit will ensure all gifts and benefits that are declared are recorded in Council's Gift Register.

**“Cash-like gifts”**

Cash-like gifts include but are not limited to:

- Gift vouchers/cards
- Credit/debit cards
- Prepayments such as phone/internet credit
- Lottery tickets
- Memberships or entitlements to discounts.

**5. Additional Provisions***Staff with Regulatory and Decision Making Functions*

Some Council Officials have roles in regulatory and approval functions such as inspection and certification and therefore make decisions which affect members of the community. These Council Officials have significant discretion to impact on individuals or commercial entities. These individuals or commercial entities may seek to influence the outcome of the regulatory or approval process by offering gifts or benefits to a Council Official.

For Council Officials with these functions, all gifts, benefits and hospitality, regardless of their value:

- Offered to and received by the staff must be treated as if they were of a non-token nature
- May only be received when they cannot reasonably be refused or returned. All reasonable steps must be taken in the first instance to decline or return the gift or benefit
- Which cannot be returned or refused must be surrendered to Council, unless the nature of the gift or benefit makes this impractical
- Must be disclosed immediately to the relevant supervisor/manager, the Business Manager Governance or the General Manager. Where immediate disclosure is not possible, disclosure must be undertaken at the first available opportunity but not more than 1 day after receipt of the gift.

**6. Bribery and the Law**

Corruptly receiving a gift or benefit is an offence under both the common law and NSW legislation. The offence extends to the offering or seeking of a gift or benefit. The common law offence of bribery is defined as receiving or offering any undue reward by, or to, any person in public office in order to influence his or her behaviour in that office, and to incline that person to act contrary to the known rules of honesty and integrity.

If a Council Official is offered a bribe or an inappropriate gift they must report this matter immediately to:

- The Mayor, if it is a Councillor or the General Manager
- The Business Manager Governance if it is a member of Council staff or a delegate.

Any such report will be immediately referred to the NSW Police Service and The Independent Commission Against Corruption.



Version	Council Meeting Date	Resolution	Adoption Date	Effective From
1	15 November 2005	05/613		
2	15 July 2008	08/410		
3	20 October 2009	09/622		
4	20 October 2011	11/459	20 December 2011	21 December 2011
5	18 June 2013	13/249		
6	18 July 2017	2017/310	18 July 2017	18 August 2017
7				

**All policies can be reviewed or revoked by resolution of Council at anytime.**

**DIRECTORATE:** Business Services Corporate & Community Services

**BUSINESS UNIT:** Governance

**15.7 MARULAN VILLAGE PLAN WORKING PARTY NOTES - 18 NOVEMBER 2020**

**Author:** Warwick Bennett, General Manager

**Authoriser:** Warwick Bennett, General Manager

**Attachments:** 1. **Marulan Village Fund Working Party Minutes 18 November 2020** [↓](#)



<b>Link to Community Strategic Plan:</b>	CL1 Civic Leadership – Attentive representation of the community
<b>Cost to Council:</b>	The allocation of Discretionary Funding to Marulan is included in the operational budget
<b>Use of Reserve Funds:</b>	Nil

**RECOMMENDATION**

That the report of the General Manager on the notes from the Marulan Village Plan Working Party held 18 November 2020 be received.

**REPORT**

Please find attached the noted from the Marulan Village Plan Working Party held 18 November 2020.

There are no decisions that require any action from Council.



## Marulan Village Working Party Minutes

### Meeting Details

Wednesday 18 November 2020 at 3.30pm  
Marulan Hall, Marulan

### Invited Attendees

Deputy Mayor Peter Walker (Chair), David Humphreys (Marulan Chamber of Commerce), John Nicastrì (Marulan and District Progress Association), Tegan Rups (Community Representative) & Matt O'Rourke (Goulburn Mulwaree Council)

### Apology

Maureen Eddy (Marulan Lions Club), Dean Beltrame (Boral), Geoff Kettle (Gunlake), Richard Gray (Holcim) & Warwick Bennett (Goulburn Mulwaree Council)

### Discussion Items

1. Notes from last meeting held 10 July 2020 - Noted
2. Balance of Marulan Discretionary Fund including 2020/21 allocation of \$27,050 - \$75,211 - Noted
3. Fencing at Meridian Park - Noted
4. Marulan Village Plan Review – Noted, Will discuss further at next Working Group Meeting
5. Irrigation at Soccer Field – Ok with concept. Draft design to be presented at next Working Group Meeting.
6. Upgrade of amenities building at soccer field – Noted. Council staff to meet with members of Marulan Soccer Club to discuss layout of amenities.
7. Update on action plan
8. General Business
  - a. Provide update on LED Lighting Upgrade including two additional street lights for next Working Group meeting
  - b. Marulan water quality was discussed with some feedback suggesting still not completely rectified
  - c. Concept of engaging a local for some toilet cleaning and park maintenance was also proposed. Report to the next Working Group meeting on time and cost implications.

Meeting closed at 4.30pm



**Marulan Village Plan  
Working Party Discussion Items & Action List**

No	Project	Description	Working Party Members	Update on actions
1	Cricket Oval	Price basketball courts	Richard Gray (Holcim)	Application to Holcim Discretionary Fund
2	Meridian Park	Design and cost realistic upgrade of Meridian Park including safety fence	David Humphreys	Complete
		Sealing of car park	Warwick Bennett	To be undertaken as part of this financial year's sealing program
3	Soccer Fields	Construct new shed at soccer field	Dean Beltrame	Working party agreed to contribute \$20,000
		Water and irrigation	Warwick Bennett	A draft design to be presented at the next meeting.
		Grass of field	Warwick Bennett	Price cost of regrassing \$25,000 – not considered a priority at this time
		Traffic Management	Warwick Bennett	Plan to be prepared - cost \$150,000 with bitumen surface
		Changing Rooms	Warwick Bennett	Council promoting \$600,000 upgrade through the Bush Fire Recovery Fund. – Working Group supports concept however follow up meeting required with Marulan Soccer Club to scope the proposed change rooms
4	Skate Park	Extension being investigated for younger children	Warwick Bennett	Investigating design and costs
5	Street Lighting	LED Lighting replacement	Matt O'Rourke	Status of replacement program for next meeting.

**15.8 EXTERNAL MEETING MINUTES**

**Author:** Warwick Bennett, General Manager

**Authoriser:** Warwick Bennett, General Manager

- Attachments:**
1. **Wakefield Park Community Consultative Committee 7 October 2020**  
[!\[\]\(8c4dca64662d21542001ca0ed7eeb688\_img.jpg\)](#) [!\[\]\(3de35c640e7147a3fb61ee393128d2ae\_img.jpg\)](#)
  2. **Gunlake Quarry Community Consultative Committee 23 October 2020**  
[!\[\]\(d1438aeefda19c86ae7477bf1fb30796\_img.jpg\)](#) [!\[\]\(dc4d2c544087998b6f093f485f5119d7\_img.jpg\)](#)
  3. **Country Mayors Association AGM Minutes 6 November 2020**  
[!\[\]\(f26ab61dd00ea7e5f19553908ec3fa6b\_img.jpg\)](#) [!\[\]\(ecf85e064bcd351a8999f71bf3f405e7\_img.jpg\)](#)
  4. **Country Mayors Association Minutes 6 November 2020**  
[!\[\]\(b7205a03f3dd3fe6f731085a326bb0d6\_img.jpg\)](#) [!\[\]\(fea63d7e313047478d89177e38e2c72d\_img.jpg\)](#)

<b>Link to Community Strategic Plan:</b>	CL3 – our Civic Leadership
<b>Cost to Council:</b>	There are no financial implications for this report
<b>Use of Reserve Funds:</b>	Nil

**RECOMMENDATION**

That the report from the General Manger on the minutes below be received:

1. Wakefield Park Community Consultative Committee meeting held on 7 October 2020
2. Gunlake Quarry Community Consultative Committee meeting held on 23 October 2020
3. Country Mayors AGM meeting held 6 November 2020
4. Country Mayors meeting held 6 November 2020

**REPORT**

Please find attached the minutes from the following external committees:

1. Wakefield Park Community Consultative Committee meeting held on 7 October 2020
2. Gunlake Quarry Community Consultative Committee meeting held on 23 October 2020
3. Country Mayors AGM meeting held 6 November 2020
4. Country Mayors meeting held 6 November 2020

These minutes are attached for your information and no Council decision is required other than noting the minutes.

Wakefield Park Raceway  
Community Consultative Committee

## Wakefield Park Raceway CCC Minutes

Title	Wakefield Park Raceway Community Consultative Committee (CCC) Meeting #02																																							
Meeting Date	Wednesday, 7 October 2020 @ 4pm																																							
Venue	Goulburn Mulwaree Council Chambers Bourke Street, Goulburn																																							
Chair	<b>David Johnson</b>	Independent Chairperson*																																						
Meeting Attendees	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"><b>Jane Reardon</b></td> <td>Community Representative/Resident</td> </tr> <tr> <td><b>Phil Sykes</b></td> <td>Community Representative/Resident</td> </tr> <tr> <td><b>Angus Gibson</b></td> <td>Community Representative /Resident</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td><b>Gerard Reardon</b></td> <td>Community Representative Alternate</td> </tr> <tr> <td><b>Randolph Griffiths</b></td> <td>Community Representative Alternate</td> </tr> <tr> <td><b>Richard Cardew</b></td> <td>WPR Nominee</td> </tr> <tr> <td><b>John Boston</b></td> <td>WPR Nominee</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td><b>Dean Chapman</b></td> <td>WPR Representative Alternate</td> </tr> <tr> <td><b>Chris Lewis-Williams</b></td> <td>WPR Representative, by Video</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td><b>Scott Martin</b></td> <td>Goulburn Mulwaree Council, Director Planning &amp; Environment</td> </tr> <tr> <td><b>Bob Kirk</b></td> <td>Goulburn Mulwaree Council, Mayor</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td><b>Renzo Tonin</b></td> <td>Noise Consultant</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td><b>Lachlan Mansell</b></td> <td>Minute Taker</td> </tr> <tr> <td><b>Candice Webster</b></td> <td>Minute Taker</td> </tr> </table>		<b>Jane Reardon</b>	Community Representative/Resident	<b>Phil Sykes</b>	Community Representative/Resident	<b>Angus Gibson</b>	Community Representative /Resident	 		<b>Gerard Reardon</b>	Community Representative Alternate	<b>Randolph Griffiths</b>	Community Representative Alternate	<b>Richard Cardew</b>	WPR Nominee	<b>John Boston</b>	WPR Nominee	 		<b>Dean Chapman</b>	WPR Representative Alternate	<b>Chris Lewis-Williams</b>	WPR Representative, by Video	 		<b>Scott Martin</b>	Goulburn Mulwaree Council, Director Planning & Environment	<b>Bob Kirk</b>	Goulburn Mulwaree Council, Mayor	 		<b>Renzo Tonin</b>	Noise Consultant	 		<b>Lachlan Mansell</b>	Minute Taker	<b>Candice Webster</b>	Minute Taker
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<b>Candice Webster</b>	Minute Taker																																							
Apologies																																								
Next Meeting	Thursday, 26 November 2020 @ 4.00pm Goulburn Mulwaree Council 184 Bourke Street, Goulburn NSW																																							

Minutes of Meeting #02  
7 October 2020

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Wakefield Park Raceway  
Community Consultative Committee

#### **MEETING WELCOME AND INTRODUCTIONS - David Johnson**

Meeting opened at 4:00pm

All guests briefly introduced themselves to the other attendees. David welcomed Angus Gibson as a new Community Representative and also Randolph Griffiths as an Alternate Community Rep. He also noted that Neil Rae (not in attendance) is now an Alternate Community Rep as well.

#### **DECLARATIONS OF INTEREST & CODE OF CONDUCT**

Copies of the *Code of Conduct Agreement* and *Declaration of Interests* forms from the DPIE Guidelines were circulated to members who did not attend the previous meeting, for signing and return to the Chair. No other declarations of interest were made.

#### **MATTERS ARISING FROM PREVIOUS MINUTES**

The draft minutes from the previous meeting have been revised after feedback received via email and the final version is on the WPR website. No further matters arising.

#### **RACEWAY UPDATE**

Chris Lewis-Williams explained that WPR has submitted the development application (DA), which is publicly viewable on the council website. The aim of the DA is to allow continued operation of Wakefield Park so that the Company is able to invest in the venue to secure the future of the racetrack, based on future projections for the motorsport/motoring industries and their requirements as the industries evolve.

Scott Martin said Council has made the decision to leave the DA on exhibition for an extended period, to allow ample time for public comment. The council sent notifications of the DA based on the geographical surrounds of WPR as well as the areas where there have been complaints about the venue.

Scott said Council is investigating the possibility of a public meeting before submissions for the DA close on Thursday, 5 November.

#### **NOISE IMPACT ASSESSMENT PRESENTATION**

This report was delivered by noise consultant, Dr Renzo Tonin. Before Dr Tonin delivered his presentation, Chris Lewis-Williams affirmed that Dr Tonin was present at the meeting to clarify how the noise modelling was carried out and the CCC's role was not to debate the validity of the model, but to discuss compliance and communication moving forward.

Dr Tonin's full report will be available as an attachment to these minutes, but the key points were:

Minutes of Meeting #02  
7 October 2020

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*Wakefield Park Raceway  
Community Consultative Committee*

- Dr Tonin conducted a range of measurements based on monitoring equipment on site at Wakefield Park (measuring LAeq 15min and LMax levels) and monitoring equipment placed at the locations of various receivers (properties) in the surrounding areas
- Dr Tonin concluded that raw measurements at surrounding locations are not practical for the measurement of noise emission because the readings can be affected and distorted by other sources of noise
- The noise source and operational controls already in place at the venue (and specified in the Schedule 1 Prevention Notice) have been deemed the most effective methods of managing noise emitted from WPR.

Jane Reardon asked three questions of Dr Tonin, which were submitted before the meeting. The questions and responses are below:

Question 1: What are the noise levels at locations R19 and R20 (as shown on the noise impact assessment map) when noise at WPR is 95db, 85db, 83db and 75db?

Answer: The noise impact assessment in the development application as submitted to council is as per the limits imposed in clause 19 of the prevention notice. Noise levels at residential locations at these levels were supplied to council. There is no compliance requirement at receiver points.

Question 2: Should residences at R19 and R20 hear noise inside their houses when these levels are emitted at the circuit?

Answer: Audibility is not a matter of consideration under guidelines from the EPA.

Question 3: Why is there a distinction between 85db and 83db?

Answer: Noise limits under clause 19, schedule 1 (the prevention notice) were prepared by council in conjunction with council's acoustic consultant.

Angus Gibson asked why sound at residents' properties is not considered relevant and why residents can't have access to the specific noise predictions outlined in the model.

Scott Martin answered the question by saying council has worked through the noise model with their own consultant and were able to predict the majority of locations in the surrounding areas of WPR were achieving correct noise levels. Council is unable to share the specific numbers in the model due to copyright and privacy laws.

Dr Tonin added that the information in the noise model was already peer reviewed by council's noise consultant and used to come up with the Schedule 1 Prevention Notice.

Chris Lewis-Williams said it is not an agreed function of the CCC to challenge the validity of Dr Tonin's noise model. He also said (in reference to releasing the specific numbers in the noise model) that efforts were made in the past to be open and transparent with residents, but complaints were still received by council.



*Wakefield Park Raceway  
Community Consultative Committee*

Jane Reardon asked the question – if the model is accepted as valid and robust, what are the impacts at my home? Dr Tonin answered by saying the Soundweb (LAeq 15min) reading is accessible to residents through the CCC and residents can then use this information to make their own assessments about impacts at their home.

Angus Gibson said he would like the Soundweb data to be live, so the noise emission from the circuit could be known instantly on any given day.

Randolph Griffiths would like figures from the noise model to be available so he can make informed comments on the DA.

Chris Lewis-Williams asked if it would be helpful to have expected noise levels for upcoming events on the Wakefield Park calendar, and the community representatives agreed that yes, it would be useful.

Gerard Reardon asked if there was a written peer-reviewed report from Council on the noise impact assessment.

Scott Martin answered the question by saying no, there was not a written peer review, but as Council's noise consultant Steve Cooper worked through the data prior to reviewing the model, Council had confidence to take his feedback on board.

David Johnson said he can see the model is necessary because of the complexity of the situation, but can also understand resident concerns about not obtaining a specific number for noise on their properties.

Chris Lewis-Williams said the data provided meets the terms of reference for the CCC, and that the function of the CCC is to assess compliance with the model, not reviewing the model itself.

Bob Kirk said he and other councillors will be faced with objections around noise levels at Wakefield Park when it comes to assessing the DA and that he and other councillors will need to be satisfied that Wakefield Park meets the required numbers on neighbouring properties.

#### **COMMUNITY COMPLAINTS**

Jane Reardon asked how have noise complaints been dealt with, how does council deal with the Wakefield Park calendar and sound readings at the raceway and what is the procedure for dealing with complaints.

Scott Martin said there were 14 complaints from 13 July to 14 September. These related to four distinct events:

- 13 July (residents could hear noise inside, complaints from residents up to 10km away)
- 28-29 July (foggy weather)
- 12 August (1 complaint)
- 10-14 September (3 complaints)
- 

Scott explained that within 24 hours of a complaint, he will reach out to Dean, advise of complaint, provide details, summarise into concise description and seek noise data. Dean will respond with a spreadsheet with data and a summary of noise criteria on that day and a response about cars exceeding noise limits at the venue, which demonstrates Wakefield is policing noise issues on track.

*Wakefield Park Raceway  
Community Consultative Committee*

Scott said that to date, there has been alignment between calendar and noise assessed (complaints have come on maximum noise days). Wakefield Park is complying with what was agreed to in the prevention notice. Scott acknowledged Council have fallen short in communicating back to the complainant due to a lag in process.

Dean said measurement of vehicle sounds and competitor education at WPR has never been more rigorous. Quiet days are an opportunity for the circuit to diversify its offering to customers.

Richard Cardew said he knows from experience that sound limits are policed very strictly and that it tends to be about exhaust configuration rather than engine power or speed.

John Boston said Wakefield Park is the most-checked venue for sound in NSW motorsport.

Jane Reardon said enforcement needs to be proactive, not just in response to resident's complaints.

Gerard Reardon asked how noise will be enforced moving forward.

Scott Martin said Council has tried a number of things, there have been false starts and attempts made to regulate noise and there is now a chance to see how the noise prevention notice is working. This will translate into how the DA is assessed, including not only information in front of councillors, but past performance. It is unprecedented to put a DA on public display for six weeks.

#### **GENERAL BUSINESS**

Jane Reardon would prefer more frequent meetings. David Johnson noted that under Schedule 1 of the prevention notice, the CCC was to meet every 3 months during the first year.

On the question about releasing specific data from Dr Tonin's noise model – Chris Lewis-Williams will seek legal advice.

Chris asked what data residents would like to see live. Jane Reardon and Angus Gibson would like the LAeq 15min and LAmx readings.

Scott Martin provided an outline of the DA process, including receiving submissions, informing WPR, providing opportunities to modify DA and formally responding to those who have made submissions.

It was clarified that the prevention notice applies to the DA currently in place.

#### **NEXT MEETING**

Thursday, 26 November, 4pm. Venue to be confirmed, probably at Council offices again.

Meeting closed at 6:51pm

**Minutes of Meeting of Gunlake Quarries Community Consultative Committee  
held at Marulan at 10.00am on 23 October 2020**

---

- 1) **Attendance:**  
Don Elder (Chairman), David Humphreys (CM), Ron Switzer (CM), Tony Mulvihill (CM), Geoff Kettle (Gunlake), David Kelly (Gunlake), Andrew Wade (Gunlake).
- 2) **Apologies:**
  - a) Angus Richmond (Gunlake), Scott Martin (GMC), Cheryl Bell (CM), Ken Wray (CM),
- 3) **Declaration of pecuniary or other interests:** none
- 4) **Minutes of meeting held on 17 July 2020** were confirmed.
- 5) **Business arising from the Minutes:**
  - a) Submission to RMS re speed limit. Nothing has happened. To remain on agenda.
  - b) Quarry Annual Report – has been lodged with DPIE. Once accepted it will be placed on the Gunlake website.
  - c) Nomination for CCC from Marie Pender. Various correspondence has been exchanged between Chair and DPIE on this matter and on the nomination of David Blissett.  
RESOLVED: The Chairman is authorised to refer the matter to Wendy Tuckerman, the local NSW MP, for assistance.
- 6) **Correspondence**
  - a) Letter 15/8/2020 Chairman to DPIE regarding nominations for CCC
  - b) Letter 6/9/2020 Chairman to DPIE regarding nominations for CCC
  - c) Letter 7/9/2020 Chairman to DPIE regarding nominations for CCC
  - d) Letter 2/10/2020 Geoff Kettle to Chairman
  - e) Letter 3/10/2020 Chairman to DPIE requesting action on CCC nominations
- 7) **Company Report** (attached with the minutes).
  - a) Gunlake are proposing to lodge both a Modification to its current operating consent as well as a new State Significant Development (SSD) application to increase production limits;
  - b) The applications will seek to increase truck movements on the Primary Transport Route (Brayton, Ambrose and Red Hills Roads from the Quarry entrance to the Hume Highway). There will be **NO** increase in truck movements south of the Brayton Road/Ambrose Road intersection or through the village of Marulan;
  - c) The proposed Modification 2 outbound truck movements will increase from 185 to 220;
  - d) The proposed Modification 2 will be subject to the NSW court process;

- e) The proposed SSD application will increase employee numbers at the quarry from 52 to 65;
- f) The proposed SSD application will be made through the NSW DPIE, will be advertised and call for submissions at that time;
- g) The proposed SSD application will increase outbound average truck movements to 345;
- h) Overall, there will be no change to the disturbance area, no change to the hours of operation, no change to the quarry blasting frequency, no change to biodiversity, and no change to truck numbers on the Secondary Transport Route.

Further details will be provided in a Fact Sheet to be produced by the Company, and at the next CCC meeting and the community information briefing.

#### **8) General Business**

- a) Gunlake propose that the next CCC meeting be held on 4 December to update the committee on progress with the applications, which will then be followed by a COVID safe Community Information Session later that day.
- b) Further details and arrangements for the Community Information Session will be confirmed in due course.
- c) Chairman requested that a copy of the proposed Newsletter and Community Information Correspondence be forwarded to the Chairman for distribution to CCC members.
- d) Community Member Tony Mulvihill commended Gunlake for its ongoing commitment and contribution to the local community.
- e) Community Member David Humphreys requested quantification on the increase Section 94 contributions to Council, should the Modification and subsequent SSD be approved.
- f) Community Member Ron Switzer enquired whether transport options would be reviewed.

#### **9) Next Meeting**

The next meeting is to be held at 10.00am on Friday 4 December 2020 at Marulan Community Hall.

The meeting closed at 11.15am.

Confirmed

Chairman



# Gunlake Marulan Quarry

## Community Consultation Committee Meeting

23<sup>rd</sup> October 2020





## Company Update on Gunlake Marulan Quarry

- i. Primary Transport Route Update
- ii. Employment
- iii. Community
- iv. Road users
- v. Biodiversity Modification DA
- vi. Gunlake Quarry Continuation Project



### i. Primary Transport Route Update

- GMC will shortly commence a program of road maintenance on the Primary Transport Route using Section 94 Contributions paid by Gunlake.
- We continue to work with GMC to deliver positive outcomes for both the community and the company with regard to the ongoing operation, safety, maintenance and management of the transport route.
- GMC has now finalised its Marulan Housing Strategy with measures included to ensure the ongoing protection of the state significant transport route.

### ii. Employment

- We are always on the lookout for skilled employees and local apprentices.
- We currently have approximately 52 full time employees, plus contractors.



### iii. Community Update

- Gunlake is funding, in conjunction with the Marulan CWA, the purchase of a community defibrillator to be located in the IGA
- Gunlake has been invited by Regional Industry Education Partnerships Training Services NSW, in conjunction with the Goulburn Chamber of Commerce, to participate and provide apprentice interviews to help inform the regions high school students about local careers.
- Gunlake is supporting the Marulan Public School students by providing funding for a bus for an excursion to Sydney which will include a Sydney Harbour Bridge Climb.
- Gunlake continues its membership of Goulburn Mulwaree Council's Marulan Village Plan Working Party.
- Geoff and David continue to conduct regular meetings with Local MP's, Goulburn Mulwaree Council and other State and Federal Government authorities to keep them updated on Gunlake's activities
- Gunlake is committed to supporting the local community and we always welcome input from the Committee on other local Community events or projects that may benefit from our support.





iv. Road Users

- If you see or hear about any bad driver behavior then we genuinely want to know, so that we can investigate and take any necessary action. If we do not know we cannot help.
- We have recently completed a re-induction of all drivers using the quarry.

v. Biodiversity Modification DA

- No change - the modification DA has been lodged with the NSW Land & Environment Court (LEC) and is following the court process and timescale. The Hearing date has been pushed back to February 2021.



vi. The Gunlake Quarry Continuation Project

- Update on the Gunlake Group.
- What is proposed.
- Why are we doing this?
- What will change at the quarry?
- What does it mean for the local area and economy?
- What happens next?



# 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

## AGM MINUTES

### ANNUAL GENERAL MEETING

FRIDAY, 6 NOVEMBER 2020, COCKLE BAY ROOM, INTERNATIONAL CONVENTION CENTRE,  
 SYDNEY

The meeting opened at 9.05 a.m.

#### 1. ATTENDANCE:

Armidale Regional Council, Mr Viv May, Administrator  
 Armidale Regional Council, Mr John Rayner, Acting CEO  
 Berrigan Shire Council, Cr Matthew Hannan, Mayor  
 Bland Shire Council, Cr Brian Monaghan, Mayor  
 Blayney Shire Council, Cr Scott Ferguson, Mayor  
 Blayney Shire Council, Ms Rebecca Ryan, General Manager  
 Broken Hill City Council, Cr Darriea Turley, Mayor  
 Cabonne Shire Council, Cr Kevin Beatty, Mayor  
 Cabonne Shire Council, Mr Brad Burns, General Manager  
 Coffs Harbour City Council, Cr Denise Knight, Mayor  
 Coffs Harbour City Council, Cr George Cecato, Deputy Mayor  
 Coffs Harbour City Council, Mr Stephen McGrath  
 Coolamon Shire Council, Cr Bruce Hutcheon, Deputy Mayor  
 Coolamon Shire Council, Mr Tony Donoghue, General Manager  
 Cootamundra-Gundagai Regional Council, Cr Abb McAlister Mayor  
 Cootamundra-Gundagai Regional Council, Mr Phil McMurray, General Manager  
 Dubbo Regional Council, Cr Ben Shields, Mayor  
 Dungog Shire Council, Cr John Connors, Mayor  
 Dungog Shire Council, Mr Gareth Curtis, General Manager  
 Eurobodalla shire Council, Cr Liz Innes, Mayor  
 Forbes Shire Council, Cr Phyllis Miller, Mayor  
 Forbes Shire Council, Cr Chris Roylance, Deputy Mayor  
 Forbes Shire Council, Mr Steve Loane, General Manager  
 Glen Innes Shire Council, Cr Carol Sparkes, Mayor  
 Gunnedah Shire Council, Cr Jamie Chaffey, Mayor  
 Gwydir Shire Council, Cr John Coulton, Mayor  
 Gwydir, Shire Council, Mr Max Eastcott, General Manager  
 Hay Shire Council, Cr Jenny Dwyer, Mayor  
 Hay Shire Council, Mr David Webb, General Manager  
 Kempsey Shire Council, Cr Liz Campbell, Mayor  
 Kempsey Shire Council, Mr Craig Milburn, General Manager

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Leeton Shire Council, Cr Paul Maytom , Mayor  
Leeton Shire Council, Ms Jackie Kruger, General Manager  
Lithgow City Council, Cr Wayne McAndrew, Deputy Mayor  
Lithgow City Council, Mr Craig Butler, General Manager  
Liverpool Plains Shire Council, Cr Doug Hawkins, Mayor  
Liverpool Plains Shire Council, Ms Joanna Sangster, General Manager  
Moree Plains Shire Council, Cr Katrina Humphries, Mayor  
Murray River Council, Cr Christopher Bilkey, Mayor  
Murray River Council, Cr Nikki Cohen Deputy Mayor  
Murray River Council, Mr Des Bilske, General Manager  
Narrabri Shire Council, Cr Ron Campbell, Mayor  
Narrabri Shire Council, Mr Stewart Todd, General Manager  
Oberon Council, Cr Kathy Sajowitz, Mayor  
Oberon Council, Mr Gary Wallace, General Manager  
Orange City Council, Cr Reg Kidd, Mayor  
Parkes Shire Council, Cr Ken Keith, Mayor  
Queanbeyan-Palerang Regional Council, Mr Tim Overall, Mayor  
Shoalhaven City Council, Cr Amanda Findley, Mayor  
Singleton Council, Cr Sue Moore, Mayor  
Singleton Shire Council, Mr Jason Linnane, General Manager  
Temora Shire Council, Cr Rick Firman, Mayor  
Temora Shire Council, Mr Garry Lavelle, General Manager  
Tenterfield Shire Council, Cr Peter Petty, Mayor  
Tenterfield Shire Council, Mr Terry Dodds, General Manager  
Uralla Shire Council, Cr Michael Pearce, Mayor  
Uralla Shire Council, Ms Kate Jessop, General Manager  
Warren Shire Council, Milton Quigley, Mayor  
Warren Shire Council, Mr Rolly Lawford, Divisional Manager Engineering Services  
Warrumbungle Shire Council, Cr Ambrose Doolan, Mayor  
Warrumbungle Shire Council, Mr Roger Bailey, General Manager  
LGNSW, President, Cr Linda Scott

**APOLOGIES:**

As read

**2. ADOPTION OF MINUTES OF PREVIOUS MEETING:**

RESOLVED that the minutes of the Annual General Meeting held on 1 November 2019 be accepted as a true and accurate record (Singleton Shire Council /Tenterfield Shire Council).

**3. Chairman's Report**

Chairperson Cr Katrina Humphries outlined how she enjoyed being Chair for the past four years and thanked everybody for their support during her terms

RESOLVED That the Chairman's report be received and noted (Moree Plains Shire Council /Tenterfield Shire Council)

**4. Secretaries Report – Financial Report**

RESOLVED That the financial reports for the 2019/20 year as tabled be accepted (Moree Plains Shire Council Council/ Glen Innes Severn Council)

*Page 3*

**5. Returning Officer**

RESOLVED That the Returning Officer for the conduct of the elections be Mr Allan Burgess (Gwydir Shire Council / Gunnedah Shire Council)

The Chairperson Cr Katrina Humphries vacated the chair

**7. Election of Office Bearers****7.1 Chairperson**

The Returning Officer advised that he had received one nomination in writing for Cr Ken Keith, Parkes Shire Council, who was nominated by Uralla Shire Council and Kempsey Shire Council. The Returning Officer called for any further nominations for the position of Chairperson. No other nominations were received. As there was only one nomination the Returning Officer declared Cr Ken Keith elected Chairman for the 2020/21 year

**7.2 Vice Chairperson**

The Returning Officer advised that he had received one nomination in writing for Cr Michael Pearce, Mayor, Uralla Shire Council who was nominated by Parkes Shire Council and Temora Shire Council. The Returning Officer called for any further nominations for the position of Vice Chairperson. No other nominations were received. As there was only one nomination the Returning Officer declared Cr Michael Pearce elected as Deputy Chairperson for the 2020/21 year

**7.3 Secretary/Public Officer**

RESOLVED That Mr Kent Boyd General Manager Parkes Shire Council, be appointed Secretary/Public Officer (Parkes Shire Council / Uralla Shire Council)

**7.4 Executive**

Nominations for the six positions on the Executive were called for. Nominations were received for Cr Sue Moore Singleton Council, Cr Carol Sparks, Glen Innes Severn Council, Cr Liz Campbell, Kempsey Shire Council, Cr Rick Firman Temora Shire Council, Cr Kathy Sajowitz, Oberon Council, Cr Amanda Findley, Shoalhaven City Council, Cr Jamie Chaffey Gunnedah Shire Council and Cr Peter Petty, Tenterfield Shire Council

RESOLVED That the method of election be by ordinary ballot (Parkes Shire Council/ Uralla Shire Council)

The Chairman Cr Ken Keith took up the position of chairman  
Cr Keith thanked Cr Humphries on her four years as Chairman and for the work she did to promote Country Mayors as a voice of rural communities

**8. SETTING OF ANNUAL MEMBERSHIP FEES**

RESOLVED That the fees for the 2020/21 year remain at \$750 for Councils with a population of 10,000 and over, and Councils with a population of less than 10,000 paying 75% \$562.50 (Tenterfield Shire Council / Uralla Shire Council)

**8. Secretariat**

RESOLVED That Allan Burgess trading as Alkanat Consulting be appointed the Secretariat (Orange City Council / Dubbo Regional Council)

**9. Meeting dates for 2021**

RESOLVED that the meeting dates for 2021 be 5 March, 28 May, 6 August and 5 November ( Temora Shire Council / Forbes Shire Council)

**10. Executive**

To allow the counting of votes the AGM was adjourned at 9.35am

The AGM was resumed at 10.31am

Following the count of the votes by the Returning Officer and Cr Linda Scott, President LGNSW the Returning Officer declared the following delegates elected to the Executive for the 2019/20 year

- Cr Jamie Chaffey, Gunnedah Shire Council
- Cr Sue Moore, Singleton Council
- Cr Peter Petty, Tenterfield Shire Council.
- Cr Kathy Sajowitz, Oberon Council
- Cr Liz Campbell, Kempsey Shire Council
- Cr Rick Firman Temora Shire Council

There being no further business the meeting closed at 10.32 am.

Cr Ken Keith  
Chairman Country Mayor's Association of NSW



# 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, 6 NOVEMBER 2020 COCKLE BAY ROOM, INTERNATIONAL CONVENTION CENTRE,  
 SYDNEY

The meeting opened at 10.55 a.m.

#### 1 ATTENDANCE:

Armidale Regional Council, Mr Viv May, Administrator  
 Armidale Regional Council, Mr John Rayner, Acting CEO  
 Berrigan Shire Council, Cr Matthew Hannan, Mayor  
 Bland Shire Council, Cr Brian Monaghan, Mayor  
 Blayney Shire Council, Cr Scott Ferguson, Mayor  
 Blayney Shire Council, Ms Rebecca Ryan, General Manager  
 Broken Hill City Council, Cr Darriea Turley, Mayor  
 Cabonne Shire Council, Cr Kevin Beatty, Mayor  
 Cabonne Shire Council, Mr Brad Burns, General Manager  
 Coffs Harbour City Council, Cr Denise Knight, Mayor  
 Coffs Harbour City Council, Cr George Cecato, Deputy Mayor  
 Coffs Harbour City Council, Mr Stephen McGrath  
 Coolamon Shire Council, Cr Bruce Hutcheon, Deputy Mayor  
 Coolamon Shire Council, Mr Tony Donoghue, General Manager  
 Cootamundra-Gundagai Regional Council, Cr Abb McAlister Mayor  
 Cootamundra-Gundagai Regional Council, Mr Phil McMurray, General Manager  
 Dubbo Regional Council, Cr Ben Shields. Mayor  
 Dungog Shire Council, Cr John Connors, Mayor  
 Dungog Shire Council, Mr Gareth Curtis, General Manager  
 Eurobodalla shire Council, Cr Liz Innes, Mayor  
 Forbes Shire Council, Cr Phyllis Miller, Mayor  
 Forbes Shire Council, Cr Chris Roylance, Deputy Mayor  
 Forbes Shire Council, Mr Steve Loane, General Manager  
 Glen Innes Shire Council, Cr Carol Sparkes, Mayor  
 Gunnedah Shire Council, Cr Jamie Chaffey, Mayor  
 Gwydir Shire Council, Cr John Coulton, Mayor  
 Gwydir, Shire Council, Mr Max Eastcott, General Manager  
 Hay Shire Council, Cr Jenny Dwyer, Mayor

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Hay Shire Council, Mr David Webb, General Manager  
Kempsey Shire Council, Cr Liz Campbell, Mayor  
Kempsey Shire Council, Mr Craig Milburn, General Manager  
Leeton Shire Council, Cr Paul Maytom , Mayor  
Leeton Shire Council, Ms Jackie Kruger, General Manager  
Lithgow City Council, Cr Wayne McAndrew, Deputy Mayor  
Lithgow City Council, Mr Craig Butler, General Manager  
Liverpool Plains Shire Council, Cr Doug Hawkins, Mayor  
Liverpool Plains Shire Council, Ms Joanna Sangster, General Manager  
Moree Plains Shire Council, Cr Katrina Humphries, Mayor  
Murray River Council, Cr Christopher Bilkey, Mayor  
Murray River Council, Cr Nikki Cohen Deputy Mayor  
Murray River Council, Mr Des Bilske, General Manager  
Narrabri Shire Council, Cr Ron Campbell, Mayor  
Narrabri Shire Council, Mr Stewart Todd, General Manager  
Oberon Council, Cr Kathy Sajowitz, Mayor  
Oberon Council, Mr Gary Wallace, General Manager  
Orange City Council, Cr Reg Kidd, Mayor  
Parkes Shire Council, Cr Ken Keith, Mayor  
Queanbeyan-Palerang Regional Council, Mr Tim Overall, Mayor  
Shoalhaven City Council, Cr Amanda Findley, Mayor  
Singleton Council, Cr Sue Moore, Mayor  
Singleton Shire Council, Mr Jason Linnane, General Manager  
Temora Shire Council, Cr Rick Firman, Mayor  
Temora Shire Council, Mr Garry Lavelle, General Manager  
Tenterfield Shire Council, Cr Peter Petty, Mayor  
Tenterfield Shire Council, Mr Terry Dodds, General Manager  
Uralla Shire Council, Cr Michael Pearce, Mayor  
Uralla Shire Council, Ms Kate Jessop, General Manager  
Warren Shire Council, Milton Quigley, Mayor  
Warren Shire Council, Mr Rolly Lawford, Divisional Manager Engineering Services  
Warrumbungle Shire Council, Cr Ambrose Doolan, Mayor  
Warrumbungle Shire Council, Mr Roger Bailey, General Manager  
LGNSW, President, Cr Linda Scott

**APOLOGIES:**

As submitted

**SPECIAL GUESTS:**

Professor, Mary O'Kane, NSW Independent Bushfire Inquiry  
Peter Duncan AM, Member Independent Panel for the Road Classification Review and Transfer  
Hon Mick Veitch MLC, Shadow Minister for Industry and Trade, Rural Roads, Rural Affairs and Western NSW

**2. ADOPTION OF MINUTES OF PREVIOUS MEETING:**

RESOLVED that the minutes of the General Meeting held on 6 March 2020 be accepted as a true and accurate record (Singleton Council / Queanbeyan-Palerang Regional Council)

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3. **Professor, Mary O’Kane, NSW Independent Bushfire Inquiry**

The NSW Bush Fire Inquiry Report by Dave Owens APM and Professor Mary O’Kane has worked to understand what happened during the 2019-20 bush fire season and how it was different to seasons that have come before, and to make 76 recommendations for future improvements to how NSW plans and prepares for, and responds to, bush fires. The season showed us what damage megafires can do, and how dangerous they can be for communities and firefighters. It is clear that we should expect fire seasons like 2019-20, or potentially worse, to happen again. The 2019-20 bush fire season challenged conventional assumptions. For example, it appears that the extreme dryness of forested regions over large continuous areas was the determining factor in the size of the fires. When taken together with the weather conditions experienced, the fires became extreme, burning through forests and across bare earth. This season also challenged assumptions about how we fight fires. We need to know much more about bush fire suppression methods and how effective they are, especially in the face of megafires like these.

There are important firefighting enhancements needed – more emphasis on getting fires out early; improved backburning protocols, training and information around heavy plant use; the right mix of aerial firefighting assets; and increased aerial night firefighting. There is also a need for improved telecommunications. We need to push available technologies harder, especially fire science, remote sensing, data science and artificial intelligence to equip us better to understand what happens during a bush fire and respond more quickly. Central to the way forward must be improving local preparedness and resilience.

Independent Planning Commission recommendations to continue and Minister has issued a statement of expectation regarding determinations. The Commission will be meeting elected officials and management.

4. **CR LINDA SCOTT, PRESIDENT, LGNSW**

Cr Scott provided a brief on the work of LGNSW and outlined opportunities for further collaboration (Copy Attached)

5. **Membership**

RESOLVED that Richmond Valley Council be admitted as a member of the Association (Singleton Council/ Tenterfield Shire Council)

6. **CORRESPONDENCE**

Outward

- (a) The Hon Brad Hazzard, Minister for Health and Medical Research requesting an update on forensic pathology provision in regional areas
- (b) Ms Susan Madden, Board Member, Murray Darling Basin Authority, thanking her for her presentation to the 6 March meeting
- (c) Lindsay White Hilary Johnson, Directors, Commonwealth Environmental Water office, thanking them for their presentations to the 6 March meeting

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- (d) The Hon Melinda Pavey MP, Minister for Water, Property and Housing, thanking her for her presentation to the 6 March meeting
- (e) Cr R W Sheaffe, Mayor, Hay Shire, advising that his Councils application for membership was successful
- (f) Ms Theresa Corbin, Chief Executive Officer, Australian Communications Consumer Action Network thanking her for her presentation to the 6 March meeting
- (g) Mr Rob Rogers AFSM, Deputy Commissioner, NSW Rural Fire Services, thanking him for his presentation to the 6 March meeting
- (h) Hon Jennifer Gardner, Chairperson, NSW Local Government Grants Commission, thanking her for her presentation to the 6 March meeting
- (i) Mr David Harris, Chief Executive Officer, NSW Water, thanking him for his presentation to the 6 March meeting
- (j) The Hon John Barilaro MP, Deputy Premier, Minister for Regional New South Wales, Industry and Trade, regarding the necessity to have rail crossings of State Highways at grade in respect to the Inland Rail
- (k) The Hon Michael McCormack MP, Deputy Prime Minister, Minister for Infrastructure and Transport and Regional Development, regarding the necessity to have rail crossings of State Highways at grade in respect to the Inland Rail
- (l) Cr Bruce Miller, Chair of Board Local Government Super, asking for the Board to assist rural communities by allowing a two year moratorium on the payment of additional contributions to the Defined Benefit Plan
- (m) Mr David Smith, Chief Executive Officer, Local Government Super, asking for the Board to assist rural communities by allowing a two year moratorium on the payment of additional contributions to the Defined Benefit Plan
- (n) The Hon Mark Coulton MP, Minister for Regional Services, Decentralisation and Local Government, Assistant Trade and Investment Minister, requesting a review of the Financial Assistance Grants criteria to include disability factors for natural disasters such as drought and bush fires
- (o) The Hon Shelley Hancock MP, Minister for Local Government, requesting a review of the Financial Assistance Grants criteria to include disability factors for natural disasters such as drought and bush fires
- (p) The Hon Shelley Hancock MP, Minister for Local Government, requesting a reply to our letter dated 3 June 2019 regarding Waste to Energy
- (q) Ms Felicity Gemmell-Smith, Special Education Programs Manager, GP Synergy, advising that Country Mayors is encouraging members to nominate a staff member as a contact for potential rural doctors
- (r) Ms Margaret Crawford, Auditor General, NSW, Re Accounting Requirements of RFS Assets

#### Inward

- (a) Ms Theresa Corbin, Chief Executive Officer, Australian Communications Consumer Action Network Re membership of the Rural Regional and Remote Communications Coalition
- (b) The Hon Ben Franklin MLC, Parliamentary Secretary for Energy and the Arts Re the replacement of private electricity poles
- (c) Mr Phil Stockwell, Chief Executive Officer, Local Government Super, Re Defined Benefits Contribution
- (d) Ms Anne Skewers, Deputy Secretary, Crown Lands, Planning Industry and Environment Re Local Land Agreements

- (e) Mr Rob Rogers AFSM, Commissioner, NSW Rural Fire Service, thanking Country Mayors for their appreciation of the Service
- (f) The Hon Shelley Hancock MP, Minister for Local Government, regarding contributions to the Defined Benefits Scheme
- (g) The Hon Shelley Hancock MP, Minister for Local Government, regarding Waste to Energy
- (h) Margaret Crawford, Auditor New South Wales, regarding Reporting of Rural Fire Service assets

NOTED

**7. FINANCIAL REPORT**

RESOLVED that the financial reports for the last quarter were tabled and accepted (Uralla Shire Council / Bland Shire Council)

**8. Peter Duncan AM, Member Independent Panel for the Road Classification Review and Transfer and Commissioner of the independent Planning Commission**

In February 2019 the Minister made a commitment to initiate the Road Classification Review and to transfer up to 15,000km of Regional Road to State management. The panel was appointed and the draft Terms of Reference released for Council feedback in February 2020. The Terms of Reference and information paper was released in June 2020 with consultation in July/August 2020. Deadline for nominations on all roads proposed for priority and non-priority reclassification and/ or transfer was September 2020. Priority submissions are open to the end of 2020. Submissions for the full round open in March 2021 and close in May 2021 with a final report to the Minister in July 2021. In the next week the Panel will open the priority submission process and priority assessment framework based on six key principles of Future Transport 2056 - Customer focused, Successful places, A strong economy, Safety and performance, Accessible services and Sustainable, and three primary outcomes - lighten the load on regional councils net better off position for councils, Support regional employment, Support state-wide network improvements. The assessment framework will show how these will be aligned and measured.

**9. Hon Mick Veitch MLC, Shadow Minister for Industry and Trade, Rural Roads, Rural Affairs and Western NSW**

Mr Veitch outlined his experiences of touring regional NSW as the Shadow Minister and meeting with locals. Local Government is at the forefront of their local economies and changes should not find councils worse off financially. Quarterly reports by the Government are to be provided to the Upper House. Cost of Council election issues will be referred to the Shadow Minister for Local Government. Some councils want to revert back from amalgamations and a report on the real cost of amalgamations is available. A National Food, Fibre and Security Plan needs to be implemented.

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- 10. Distribution of NSW Electoral Districts**  
RESOLVED that the Association support Leeton Shire Councils submission to the NSW Electoral Commission on the Redistribution of NSW Electoral Districts (Leeton Shire Council/Gunnedah Shire Council)
- 11. Rural Fire Service Assets**  
RESOLVED that the Association continue to follow up the advice of the Auditor General that at the end of the 2019/20 reporting cycle the Office will review the technical arguments (Tenterfield Shire Council/Kempsey Shire Council)
- 12. Destruction of CMA Files**  
RESOLVED that That the Country Mayors Files to 2010 held by Coffs Harbour City Council be disposed of by Coffs Harbour City Council (Singleton Council/ Forbes Shire Council)
- 13. IPART Review of Local Government Rating System**  
RESOLVED that the Association support Bland Shire Councils submission to the Minister for Local Government to not have legislated recommendation 34 of the 2016 IPART Review of the NSW Local Government Rating System (Bland Shire Council/Blaney Shire Council)
- 14. Emergency Management Reform**  
RESOLVED That the Association support Eurobodalla Shire Councils submission to the Royal Commission into National Natural Disasters-Local Government and natural disasters (Eurobodalla Shire Council/Tenterfield Shire Council)
- 15. Federal Government Policy on Water Security**  
RESOLVED that Country Mayors  
(a) Advocate to the Australian Government to increase their funding and involvement in the provision of secure water supply for towns and cities across regional Australia.  
(b) Advocate to the NSW Government to waive NSW Government costs associated with essential water infrastructure (Eurobodalla Shire Council/Leeton Shire Council)
- 16. Enquiry into Rural Health**  
RESOLVED that Association prepare a submission to the Enquiry into Rural Health and the Minister for Health be invited to the next meeting of Country Mayors (Leeton Shire Council/Gunnedah Shire Council)
- 17. Local Government Exclusion from National Cabinet**  
RESOLVED that Country Mayors lobbies the Prime Minister to have Local Government represented on the National Cabinet with membership from ALGA Leeton Shire Council/Forbes Shire Council)
- 18. Insurance Companies Assisting Families Affected by Fires**  
RESOLVED that Country Mayors advocate  
(a) to the Commonwealth to extend rental relief to bushfire affected individuals and families who lost their primary dwelling in the 2019/20 bushfires and that are

- now renting temporary accommodation through their insurance policy where in most cases cover will increase after 12 months
- (b) to insurance companies and the Insurance Council of Australia to extend the 12 month period of rental assistance available to those residents who have lost their primary dwelling in the 2019/20 bushfires (Shoalhaven City Council/Broken Hill City Council)

**19. Next Meeting**

Sydney Airport Corporation be invited to the next meeting

There being no further business the meeting closed at 12.58pm.

Cr Ken Keith  
Chairman Country Mayor's Association of NSW

**15.9 COUNCILLOR BRIEFING SESSION SUMMARY**

**Author:** Warwick Bennett, General Manager

**Authoriser:** Warwick Bennett, General Manager

**Attachments:** Nil

<b>Link to Community Strategic Plan:</b>	Civic Leadership
<b>Cost to Council:</b>	Cost of Councillor Briefings is funded from Councils operation budget
<b>Use of Reserve Funds:</b>	Not applicable

**RECOMMENDATION**

That the report from the General Manager on Councillor Briefing Session Summary be received.

**REPORT**

The following is a summary of the issues discussed at Councillor Briefing Sessions and the attendance of Councillors at these Briefing Sessions for the past month.

Tuesday 27 October 2020 5.30pm

Items discussed:

- Waste to Energy
- Farm EOI Proponents Presentations
  - Growing @ Goulburn
  - Narambulla Pty Ltd
  - ARW
- Request from Stuart Harris
- Political Initiatives List
- Shannon Drive Extension

<b>Councillor Name</b>	<b>Attendance</b>
Mayor Bob Kirk	Present
Cr Alfie Walker	Present
Cr Andrew Banfield	Present
Cr Leah Ferrara	Present
Cr Carol James	Present
Cr Margaret O'Neill	Present
Cr Sam Rowland	Nil
Cr Denzil Sturgiss	Apology
Deputy Mayor Peter Walker	Present



Tuesday 10 November 2020 5.30pm

Items discussed:

- NSW Police Matt Hinton and Licencing Officer Leon Lincoln – Crime rate address for LAC
- Towrang Bridge – Options
- Gates on Roads Policy
- Horne Square and Clinton Street Landscaping – plans
- Strategic Planning Issues including:
  - Music, Entertainment and CBD living (Night time economy)
  - Car Parking
- Quarterly Budget Review
- Hockey Facility Redevelopment Proposals
- 22 Hurst Street
- Marulan Water Supply Update

Councillor Name	Attendance
Mayor Bob Kirk	Present
Cr Alfie Walker	Apology
Cr Andrew Banfield	Apology
Cr Leah Ferrara	Present
Cr Carol James	Present
Cr Margaret O'Neill	Apology
Cr Sam Rowland	Present
Cr Denzil Sturgiss	Present
Deputy Mayor Peter Walker	Present

Tuesday 17 November 2020 5.00pm

Items discussed:

- Auditors Presentation

Councillor Name	Attendance
Mayor Bob Kirk	Present
Cr Alfie Walker	Apology
Cr Andrew Banfield	Apology
Cr Leah Ferrara	Present
Cr Carol James	Present
Cr Margaret O'Neill	Present
Cr Sam Rowland	Nil



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Cr Denzil Sturgiss	Present
Deputy Mayor Peter Walker	Present

**16 CLOSED SESSION**

Council must resolve to move into Closed Session to deal with any items under s10 *Local Government Act 1993*.

There were no closed session reports for determination.

**17 CONCLUSION OF THE MEETING**

The Mayor will close the meeting.