



BUSINESS PAPER

Ordinary Council Meeting

18 June 2024

**Aaron Johansson
Chief Executive Officer**

We hereby give notice that an Ordinary Meeting of Council will be held on:

Tuesday, 18 June 2024 at 6pm
in the Council Chambers, Civic Centre
184 - 194 Bourke Street, Goulburn

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Cr Peter Walker
Mayor

Aaron Johansson
Chief Executive Officer

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 Chief Executive Officer.

"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 ATTENDANCE BY AUDIO-VISUAL LINK BY COUNCILLORS

7 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.

8 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.

9 PRESENTATIONS

Nil

10 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'.
 - 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'.
 - d. Officers must be addressed as Mr. or Madam [job title or surname] e.g Mr. Chief Executive Officer.

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.

11 CONFIRMATION OF MINUTES

11.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 21 MAY 2024

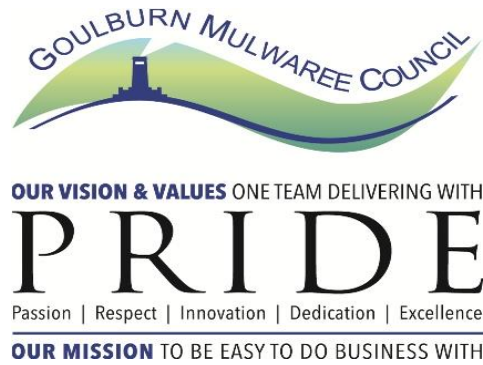
Author: Chief Executive Officer

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. Minutes of the Ordinary Meeting of Council held on 21 May 2024

RECOMMENDATION

That the Council minutes from Tuesday 21 May 2024 and contained in Minutes Pages No 1 to 15 inclusive and in Minute Nos 2024/64 to 2024/87 inclusive be confirmed.



MINUTES

Ordinary Council Meeting

21 May 2024

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	Nil	
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	Nil	
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	Nil	
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	Nil	
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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, 21 MAY 2024 AT 6PM**

PRESENT: Mayor Peter Walker, Deputy Mayor Steve Ruddell, Cr Andrew Banfield, Cr Carol James OAM, Cr Bob Kirk, Cr Michael Prevedello, Cr Daniel Strickland, Cr Jason Shepherd & Cr Andy Wood

IN ATTENDANCE:

Aaron Johansson (Chief Executive Officer), Scott Martin (Director Planning & Environment), Brendan Hollands (Director Corporate and Community Services), George Angelis (Director Operations), Marina Hollands (Director Utilities) & Amy Croker (Office Manager to Mayor and Chief Executive Officer)

1 OPENING MEETING

Mayor Peter Walker opened the meeting 6pm. The Mayor advised that the meeting would be webcast live.

2 ACKNOWLEDGEMENT OF COUNTRY

Mayor Peter Walker 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 opening prayer was read by Cr Michael Prevedello.

4 APOLOGIES

Nil

5 APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

Nil

6 ATTENDANCE BY AUDIO VISUAL LINK

Nil

7 LATE ITEMS / URGENT BUSINESS

Nil

8 DISCLOSURE OF INTERESTS

Cr Andrew Banfield made a statement in relation to the Business Paper. He has assessed the Business Paper and does not perceive any declaration of interest is required to be declared in relation to his employment with Denrith Group of Companies.

Marina Hollands, Director Utilities declared a non-pecuniary/non-significant conflict of interest in Item 16.8 "Request for Financial Assistance – Makayla Jones" as Makayla played hockey with both of her daughters and has coached one of them in juniors and recently at the State championships. Makayla's mother has also been a coach of both of her daughters for around 10 years. As the

disclosure was not of a significant nature Marina Hollands remained in the meeting while discussion took place.

Brendan Hollands, Director Corporate and Community Services declared a non-pecuniary/non-significant conflict of interest in Item 16.8 "Request for Financial Assistance – Makayla Jones" as Makayla played hockey with both of his daughters and has coached one of them in juniors and recently at the State championships. Makayla's mother has also been a coach of both of his daughters for around 10 years. As the disclosure was not of a significant nature Brendan Hollands remained in the meeting while discussion took place.

9 PRESENTATIONS

9.1 LGNSW EMERITUS MAYORAL AWARD AND COUNCILLORS SERVICE AWARDS PRESENTATION

Mayor Peter Walker presented the following Local Government NSW Emeritus Mayoral Awards and Councillors Service Awards.

Local Government NSW Emeritus Mayor Award:

Mrs Margaret O'Neill OAM

Local Government NSW Service Awards:

The following 15 Years Certificates of Service were presented to Goulburn Mulwaree elected members:

- 1. Cr Bob Kirk**
- 2. Cr Carol James**
- 3. Cr Andrew Banfield**

10 PUBLIC FORUM

Nil

11 CONFIRMATION OF MINUTES

11.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 9 APRIL 2024

RESOLUTION 2024/64

Moved: Cr Carol James OAM

Seconded: Cr Andy Wood

That the Council minutes from Tuesday 9 April 2024 and contained in Minutes Pages No 1 to 13 inclusive and in Minute Nos 2024/47 to 2024/63 inclusive be confirmed.

CARRIED

12 MATTERS ARISING

Nil

13 MAYORAL MINUTE(S)

Nil

14 NOTICE OF MOTION(S)

Nil

15 NOTICE OF RESCISSION(S)

Nil

16 REPORTS TO COUNCIL FOR DETERMINATION

16.1 REQUEST TO ADJUST WATER ACCOUNT

RECOMMENDATION

That

1. The report from the Director Utilities be received on the Request to Adjust water account.
2. Council declines the request to adjust the water account at property 1006097 in accordance with Council's Undetected Water Leakage Policy.

RESOLUTION 2024/65

Moved: Cr Steven Ruddell

Seconded: Cr Andrew Banfield

That:

1. The report from the Director Utilities be received on the Request to Adjust water account
2. Council adjust the water usage charge for property 1006097 based upon the four previous quarterly usage volumes with an additional usage factor of 10%. Noting this quarterly usage average excludes the current invoice that is outstanding.

CARRIED

16.2 RECONCILIATION ACTION PLAN

RESOLUTION 2024/66

Moved: Cr Daniel Strickland

Seconded: Cr Michael Prevedello

That

1. The report from the Chief Executive Officer on the Reconciliation Action Plan be received.
2. Council endorse the Goulburn Mulwaree Council's Reflect Reconciliation Action Plan.

CARRIED

16.3 SCRAP METAL REMOVAL PANEL TENDER 2223T0021

RESOLUTION 2024/67

Moved: Cr Andrew Banfield

Seconded: Cr Bob Kirk

That

1. The report from the Director Utilities on the Scrap Metal Removal Panel Tender 2223T0021 be received.
2. Council accepts the tender from Sell and Parker Pty Ltd to provide the Scrap Metal Removal Service to Council for the initial year of the contract.
3. Council approves the establishment of a panel of three companies for Scrap Metal Removal. The companies include Kilpatrick Holdings (NSW) Pty Ltd, One Steel Recycling and Sell and Parker Pty Ltd. This panel be initially for one (1) year and may be extended, under delegation of the Chief Executive Officer, for up to five (5) additional one (1) year extensions.
4. Quotes are sought from the panel, for each collection and sale of metal after the initial year of the contract, and the Chief Executive Officer be delegated to approve the quote determined to be best value to Council.

CARRIED

16.4 ROAD NAMING – MODDA/0088/2122 - 129 MARYS MOUNT ROAD, GOULBURN (BLAKELYS RUN)

RESOLUTION 2024/68

Moved: Cr Steven Ruddell

Seconded: Cr Carol James OAM

That

1. The report on Road Naming for Road 01 of MODDA/0088/2122 be received.
2. Council endorse the following road name which will then be publicly exhibited for 14 days and consultation undertaken with prescribed authorities in accordance with clause 7 of the *Roads Regulation 2008*:
(a) Road 01 – Blakely's Road
3. Should no objections to the proposed name be received, Council proceeds with the name listed above and undertake the necessary notices to the public and prescribed authorities in accordance with clause 9 of the *Roads Regulation 2008*.

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 Andrew Banfield, Carol James OAM, Bob Kirk, Michael Prevedello, Steven Ruddell, Daniel Strickland, Jason Shepherd, Peter Walker and Andy Wood

Against: Nil

16.5 ACQUISITION OF EASEMENT - PART 15 MAUD STREET, GOULBURN**RESOLUTION 2024/69****Moved: Cr Bob Kirk****Seconded: Cr Michael Prevedello****That;**

- 1. The report from the Business Manager Property & Community Services on the acquisition of easement over part 15 Maud Street, Goulburn be received.**
- 2. An application be made to the Minister for Local Government and the Governor of NSW for Council to acquire an easement over approximately 400m² (subject to formal survey) of Crown Land at 15 Maud Street, Goulburn (i.e. Lot 1 in DP 880446) due to the revised alignment of this section of the Wollondilly Walking Track having regard to s377(1)(h) of the *Local Government Act 1993*.**
- 3. Council meets costs associated with;**
 - Surveying fees, including NSW Land Registry Services fees**
 - Publication of acquisition of easement in the NSW Government Gazette**
 - Just Terms Compensation Valuations Unit at Valuation NSW | Housing & Property Group | Department of Planning & Environment for management and administration fees associated with this compulsory acquisition.**
 - Compensation payable for acquisition of this easement.**
- 4. Council's seal be affixed to all documentation necessary to complete this acquisition and registration of easement.**

CARRIED**16.6 TECHONE UPGRADE IMPLEMENTATION CONSULTANCY****RESOLUTION 2024/70****Moved: Cr Steven Ruddell****Seconded: Cr Carol James OAM****That**

- 1. The report of the Director Corporate & Community Services on the TechOne Upgrade Implementation Consultancy be received.**
- 2. Council approves the engagement of Lanluas Consulting Pty Ltd to undertake the implementation of the Technology One Upgrade project up to a maximum spend of \$850,000.**

CARRIED

16.7 CORPORATE & COMMUNITY SERVICES POLICY REVIEW**RESOLUTION 2024/71****Moved: Cr Andrew Banfield****Seconded: Cr Michael Prevedello****That**

- 1. The report from the Business Manager Governance on the Corporate & Community Services Policy Review be received.**
- 2. Council places the revised Pensioner Rebate Policy on public exhibition until 18 June 2024 and, if no submissions are received, it be adopted as the Council policy.**
- 3. Any submissions received are to be considered and reported to Council prior to final adoption of the policy.**

CARRIED**16.8 REQUEST FOR FINANCIAL ASSISTANCE - MAKAYLA JONES****RESOLUTION 2024/72****Moved: Cr Carol James OAM****Seconded: Cr Andrew Banfield****That**

- 1. The report from the Chief Executive Officer on the Request for Financial Assistance – Makayla Jones be received.**
- 2. Council approves a cash contribution of \$5,000 to Makayla Jones to assist in covering expenses incurred in representing Australia as part of both the U21 and U23 women's hockey teams. The payment is to be made from the Financial Assistance budget.**

CARRIED**16.9 QUARTERLY BUDGET REVIEW****RESOLUTION 2024/73****Moved: Cr Andrew Banfield****Seconded: Cr Bob Kirk****That:**

- 1. The report of the Director Corporate & Community Services on the March 2024 Quarterly Budget Review be received.**
- 2. The budget variations contained within the March 2024 Quarterly Review be approved**

CARRIED

16.10 MONTHLY FINANCIAL REPORT

RESOLUTION 2024/74

Moved: Cr Steven Ruddell

Seconded: Cr Bob Kirk

That the report by the Director Corporate & Community Services on the Monthly Financial Report be received.

CARRIED

16.11 STATEMENT OF INVESTMENTS & BANK BALANCES

RESOLUTION 2024/75

Moved: Cr Bob Kirk

Seconded: Cr Andy Wood

That the report on the Statement of Investments and Bank Balances be noted.

CARRIED

16.12 DRAFT ARIC TERMS OF REFERENCE AND INTERNAL AUDIT CHARTER

RESOLUTION 2024/76

Moved: Cr Jason Shepherd

Seconded: Cr Michael Prevedello

That

- 1. The report of the Director Corporate & Community Services on the Draft ARIC Terms of Reference and Internal Audit Charter be received.**
- 2. Council adopts the Audit Risk and Improvement Committee Terms of Reference.**
- 3. Council adopts the Internal Audit Charter.**

CARRIED

16.13 SHIBETSU DELEGATION - APRIL 2024**RESOLUTION 2024/77****Moved: Cr Peter Walker****Seconded: Cr Carol James OAM****That**

- 1. The report of the Director Corporate & Community Services on the Shibetsu Delegation – April 2024 be noted.**
- 2. Council notes the intention of Shibetsu City Council to send a delegation to Goulburn in 2029 to celebrate the 30th Anniversary of the Sister City Agreement.**
- 3. Council reaffirms its commitment to the Student Exchange program between Shibetsu and Goulburn whereby a group of Goulburn students will visit Shibetsu every second year including 2024 and Goulburn hosts students from Shibetsu every other year.**
- 4. Council staff maintain dialogue with representatives from Shibetsu City Council to explore opportunities for joint initiatives to benefit both Council areas.**

CARRIED**16.14 DEBTORS OUTSTANDING****RESOLUTION 2024/78****Moved: Cr Michael Prevedello****Seconded: Cr Jason Shepherd****That the report from the Revenue Officer on Debtor Collections be received.****CARRIED****16.15 RATES OUTSTANDING REPORT****RESOLUTION 2024/79****Moved: Cr Steven Ruddell****Seconded: Cr Daniel Strickland****That the report from the Revenue Coordinator on Rates Outstanding be received.****CARRIED****16.16 WATER CHARGES OUTSTANDING REPORT****RESOLUTION 2024/80****Moved: Cr Steven Ruddell****Seconded: Cr Carol James OAM****That the report from the Administration Team Leader on Water Charges Outstanding be received.****CARRIED**

16.17 GRANTS UPDATE

RESOLUTION 2024/81

Moved: Cr Andy Wood

Seconded: Cr Carol James OAM

That the report on the grants update from the Senior Grants Officer and the Director of Corporate and Community Services be received.

CARRIED

16.18 AUGUST 2024 COUNCIL MEETING

RESOLUTION 2024/82

Moved: Cr Steven Ruddell

Seconded: Cr Daniel Strickland

That:

1. The report on the August 2024 Council Meeting from the Chief Executive Officer be received
2. Council reschedule the August 2024 Council Meeting from the third Tuesday in the month (19 August 2024) to the second Tuesday of the month (12 August 2024) due to the Local Government caretaker period.

CARRIED

16.19 MINUTES OF THE SUSTAINABILITY ADVISORY COMMITTEE MEETING HELD ON 4 APRIL 2024

RESOLUTION 2024/83

Moved: Cr Jason Shepherd

Seconded: Cr Carol James OAM

That the report from Director Utilities in regard to the Sustainability Advisory Committee minutes from Thursday, 4 April 2024 be received.

CARRIED

16.20 MINUTES OF THE RAY HARVEY SPORTS FOUNDATION COMMITTEE MEETING HELD ON 6 MAY 2024

RESOLUTION 2024/84

Moved: Cr Carol James OAM

Seconded: Cr Steven Ruddell

That the report from Director of Operations regarding the Ray Harvey Sports Foundation Committee minutes from Monday 6 May 2024 be received.

CARRIED

17 CLOSED SESSION

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

RESOLUTION 2024/85

Moved: Cr Andy Wood

Seconded: Cr Daniel Strickland

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

17.1 Goulburn & District Racing Club Sponsorship Agreement

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 7.11pm.

Council resolved into Open Council at 7.25pm.

RESOLUTION 2024/86

Moved: Cr Andrew Banfield

Seconded: Cr Andy Wood

1. That Council moves out of Closed Council into Open Council.
2. That the resolutions of the Closed Session meeting which were submitted to Closed Session in accordance with s10A Local Government Act 1993 be adopted.

CARRIED

17.1 GOULBURN & DISTRICT RACING CLUB SPONSORSHIP AGREEMENT

RESOLUTION 2024/87

Moved: Cr Andy Wood

Seconded: Cr Daniel Strickland

That

1. The report from the Director Utilities on the Goulburn and District Racing Club sponsorship agreement be received.
2. Council acknowledges the contribution that the Goulburn and District Racing Club has to the local community and the long-standing arrangement that Council has had in the provision of treated effluent to the site for their operations and accepts the proposed annual connection fee of \$2,000 per year (with an annual CPI adjustment) and the annual sponsorship package, to the value of \$175,000, for a period of five years, for the supply of effluent to the racetrack.

CARRIED

18 CONCLUSION OF THE MEETING

The Meeting closed at 7.26pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 18 June 2024.

.....
Cr Peter Walker
Mayor

.....
Aaron Johansson
Chief Executive Officer

12 MATTERS ARISING

Nil

13 MAYORAL MINUTE(S)

Nil

14 NOTICE OF MOTION(S)

Nil

15 NOTICE OF RESCISSION(S)

Nil

16 REPORTS TO COUNCIL FOR DETERMINATION

16.1 2024-2025 OPERATIONAL PLAN ADOPTION - EXTERNAL SUBMISSIONS

Author: Director Corporate & Community Services

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. External Submissions 2024-2025 Operational Plan Adoption  

Link to Community Strategic Plan:	Delivery Plan Action CL1.2 - Ensure the long term financial sustainability of Council through effective and prudent financial management (CSP Strategy CL1 - Effect resourceful and respectful leadership and attentive representation of the community)
Cost to Council:	Refer comments in previous item
Use of Reserve Funds:	Not applicable

RECOMMENDATION

That

1. The report by the Director Corporate & Community Services on the 2024-2025 Operational Plan Adoption – External Submissions be received.
2. An additional section be added to the main document detailing the projected revenue received from the approved Special Rate Variation and where this amount is to be allocated.
3. Council considers the feedback from the submissions when developing its new suite of Integrated Planning and Reporting documents in the coming months.
4. The 2024-2025 Operational Plan be adopted with the approved budget amendments emanating from the internal review.

BACKGROUND

At its meeting on 9 April 2024 Council was presented with its Draft Operational Plan 2024-2025 for consideration.

In accordance with the provisions of the Local Government Act 1993, Council resolved to place the Draft Delivery Program and Operational Plan on public exhibition for wider community comments and submissions. The submission period closed on 17 May 2024. Council is required to consider these submissions before adopting the Operational Plan 2024-25.

REPORT

Seven submissions were received from the public during the public exhibition period. The submissions received were from:

- Mr Barry McDonald (ES.01)
- Mr Peter Mylonas (ES.02)
- Mr Richard Orchard (ES.03)
- Mr Christopher O'Mahony (ES.04)
- Mr Adrian Beresford-Wylie (ES.05)
- Ms Nina Dillon (ES.06)
- Ms Kylie Newton (ES.07)

The submissions cover a number of issues as summarised below:

Fees and Charges

A number of the submissions contain comments on the draft Fees & Charges (appendix D).

Commentary included:

- Council should be charging for more activities in the Art Gallery (like the recent Archibald Exhibition)
- Council should be charging artists to exhibit works in the Gallery
- Concerns at the large number of fees and charges “To be Advised”
- Increases to fees and charges

The fees presented as “To be Advised” were all Statutory Fees over which Council has no discretion. Unfortunately, as with most years, the basis on which these fees (unit rate as set by the NSW Department Planning, Housing and Infrastructure) was not published until after the draft Fees & Charges were placed on public exhibition. These fees have now been calculated and have been presented for Council’s information as part of the *2024-2025 Operational Plan Adoption – Internal Review* item in this business paper.

Fees and charges, and the activities for which they are charged will be an important factor addressed in the service review process (see below for more detail).

Cost Reduction Measures

Several of the submissions made suggestions on how Council could reduce costs in the wake of the SRV process. Suggestions included:

- Reduction in the number of senior staff
- Reduction in other staff numbers
- Closure of facilities such as the Visitor Information Centre and Goulburn Performing Arts Centre
- Deferral of Plant and IT equipment purchases
- Cessation of Council run events
- Reduction of exhibitions in the Art Gallery
- Disposal of surplus land/buildings
- Downsizing of the new Indoor Aquatic Centre facility.

Council has commenced the process of developing and implementing a Service Review Framework whereby all services provided by Council will be reviewed in the coming years (commencing in early 2024/25). This review process will look at all services provided by Council to reassess the resources required to provide the service, determine whether the service we are providing meet or exceed the requirements of the community and will be done in consultation with the community. For this reason, we are not recommending any changes to the 4-year budget other than those needed to be made due to the partial approval of Councils Special Rate Variation (SRV) application.

These outcome of the service reviews and other cost saving initiatives will be built into future versions of the budget following the election of the new Council in September 2024.

Contents of the Plan and ambiguity of Performance Measures

There have been a number of comments throughout the submissions on the content of the draft Operational Plan particularly in reference to the Measures and Targets.

It is acknowledged that these measures and targets could be greatly improved and work is currently underway to ensure all of Council’s Integrated Planning & Reporting documents are

developed to enable a more meaningful flow and relationship between the various strategies, outcomes, activities and their associated measures and targets.

This will commence with the design of the new Community Strategic Plan (CSP), which is currently under development and will be presented to the new Council in the latter part of the year. The plan will be developed to ensure that the 4-year delivery programs and annual operational plans can be developed to flow seamlessly from the CSP and for the actions to be more easily linked to the budget.

One idea that could easily be implemented is a section in the main section of the document showing the revenue generated by the SRV and where that additional revenue is being allocated. Under the *Special Variation Instrument – 2024-25 – Goulburn Mulwaree Council*, this information also must be provided in Council's Annual Report each year from 2024-25 to 2029-30 (inclusive).

ES.01**GOULBURN MULWAREE COUNCIL****DRAFT OPERATIONAL DELIVERY PLAN 2024 – 2025****Suggested Additions:**

- *p19 Strategy C2 - Implement effective integrated weed and pest management control.*

Add an additional activity (C.2.2?) to require domestic cats to be kept indoors at night (after sunset) and not allowed to roam about annoying other residents in nearby properties. Other Councils and the ACT Government have similar laws so there is precedent to implement it. There are numerous cats roaming in my area and something needs to be done about it.

This may simply require a resolution of Council to adopt and place cat traps in certain locations like backyards. Residents could simply contact Council if a cat is caught overnight for disposal or return to their owner with a warning and fine similar to what currently applies to stray dogs.

- *p27 Strategy D5 – Upgrade community facilities to improve service provision and accessibility.*

Add construction of a footpath (D.5.6?) in Newton Street from the Brendas Drive T intersection (with Dixon Street) to the road crossing point at the end of Newton Street - opposite Wollondilly Public School grounds.

When Council built this road crossing point it was very much INCOMPLETE by not including a footpath on the north side of Newton Street to the corner of Brendas Drive – about 80 metres approximately. The crossing simply ends at the grass nature strip which is often wet in the mornings and when grass is allowed to grow a bit long. The adjacent properties are in the Village Road villas complex whose residents don't mow over their back fences.

This has discouraged some people (including me) and some school students from using it during unfavourable conditions like when the grass is wet and grows long before a contractor turns up to mow it. Newton Street is the only street in Goulburn outside a school entrance that does not have a footpath on both sides of the street to the next intersection at end of the street block.

A simple near straight footpath to Brendas Drive would fix this and encourage people not to walk along the vehicle carriageway in Dixon and Newton Streets. I am sure the parents of school children in the River Heights area would also appreciate this and I recommend Council constructs this footpath.

ES.01**Comments on Financial Estimates and Financial Matters in General:**

- I notice there are some new fees proposed to help reign in the cost of operating the GPAC. I endorse this. The operating deficit of the GPAC must be reduced.
- I did notice recently the Art Gallery began charging a fee to see the annual Archibald Prize paintings regional tour. I also endorse this. Council should also charge artists to display their works, not pay artists to display them. Ratepayers should not be subsidising the income of artists.
- I don't see any proposals to dispose of surplus properties – Asset Sales \$0 appears throughout. I have previously recommended disposal of the former Bourke & Combermere Street Depot and the former Mulwaree Shire Council building in Clinton Street which are no longer used by Council. This would boost Council finances by \$millions and can be done without a Special Rate Variation.
- Tesla should be charged a commercial rental for the 8 car parking spaces it occupies at the Tourism Centre for EV charging. Tesla's 7 (8?) year honeymoon on these sites is over and they can afford to pay commercial rental for this.
- The tourism industry are the beneficiaries of the Tourism Centre and should pay for the running of it instead of ratepayers. In return, the industry should have majority decision making in its operation. Wingecarribee Shire Council next door have done this successfully for many decades. Why can't Goulburn Mulwaree?
- Heritage and CBD property Grants should be abolished. Why should ratepayers be subsidising the owners of heritage properties and CBD landlords? If people choose to buy a heritage classified property that is their decision and other ratepayers should not have to subsidise them. The same principle applies to abolishing grants given to CBD landlords.
- Rezone rural sites to industrial where they host/operate wind and solar energy generation. This loophole of allowing them to keep rural zoning and pay minimal rates needs to be closed. I acknowledge the approval of the Dept of Planning is needed for this.

None of the suggestions I have made above require a Special Rate Variation to implement but they will result in cost savings and some income to the Council. If any of these matters have been addressed in the 141 pages of financial figures please correct me.

(sent electronically)
Barry McDonald
Goulburn
30 April 2024

GMC/Draft Operational Plan 2024-2025



Peter Mylonas
Property Solutions

ES.02

17 May 2024

Dear Mayor, General Manger & Councilors

The budget papers include 27x fees & charges (TBA) To Be Advised – how can Councilors vote on a draft budget presentation when so many fees and charges have not yet been determined and in addition there are 30x new charges and fees that have not yet been released/advised to the Rate Payers and Residences and more particularly to developers.

How can Councilors in all good consciousness vote to support a budget 'the contents of which have not been adequately conveyed to all stake holders'.

I put it to the councilors they would be negligent in their responsibilities relating to transparency and open governess.

I would urge strongly the Councilors defer accepting the budget until such time as the fees & charges 'TBA' have been made available to all ratepayers & residence occupiers and justified to all stakeholders.

Yours sincerely

P Mylonas

Peter Mylonas

what's best for you!

ES.03

Richard Orchard

Re: Draft Operational Plan Submission

Dear Council,

I would like to make a submission on the draft operational plan in the light of the SRV that has just been partially approved by IPART.

Looking through the document, it is difficult to see what is normal, continuing everyday expenditure (keeping staff paid and the lights on), and what is new and expanded spending.

However, in the light of significant community anger regarding the SRV, and more than 11,000 signatures being collected (more than half of all voters in the LGA) to form a petition against the SRV, to be presented to Parliament by Wendy Tuckerman MP - it is clear that this council has no mandate to increase spending over the previous year.

The current council was elected in 2021, less than 3 years ago, and NONE of those candidates put a manifesto to the community saying that "Vote for me, and I will attempt to increase rates by 53%". Not one. Yes, the approved increase is 22.5%, however this does not make any difference. This council has zero mandate to raise rates by such an alarmingly large amount.

Campaigns are being put together as we speak by a large number of individual candidates, to be elected to council.

I for one, if I decide to run for council, would be elected with a clear statement "Vote for me and I will do everything in my power to roll the 22.5% rate rise back to no more than the current inflation rate. Vote for me and I will have the council staff prepare a new budget to work within the constraints of rolling back the SRV rise, and I will have the team issue new rate notices for lesser amounts". That is my commitment, and the commitment of many others.

Seeing that there is no mandate, and that there will only be 2.5 months of the new financial year before the council election in September, my submission is simply this:

- * SPEND ONLY AT THE SAME RATE AS THE FIRST 3 MONTHS OF LAST YEAR
- * DO NOT EMPLOY ANY NEW STAFF DURING THE JULY TO SEPTEMBER QUARTER
- * DO NOT ENTER INTO ANY NEW CONTRACTS FOR PROJECTS TO BE FUNDED BY ANY OF THAT SRV RATE RISE DURING THAT QUARTER.

I would consider any hasty rush to enter into contracts, employment of staff, or rapid spending, to be **deliberate sabotage of an incoming council by the current council and staff**, and would push for an investigation of how anything of the sort occurred. I would also push for an investigation of how the decision making process to apply for the 53% rate rise occurred - the information on which it was based, the inputs of staff and consultants, and what influence individuals had in pushing it through - at least for the purposes of a "lessons learned" analysis, or if any misconduct or corruption issues arose from those investigations.

Thankyou for the opportunity to make this submission,

Kind regards,

Richard Orchard.

ES.04**GMC Operation Plan 2024/5 – response from Christopher O'Mahony**

It is clear that IPART's response to Council's SRV application will have a bearing on the Operational Plan for 2024/5.

Assuming that Council votes to pass on the entire 22.5% rates increase for 2024/5, it falls to Council to focus on that scenario presented in the Operational Plan appendices. Since IPART has capped the rate increase to 22.5%, future forecast budgets (2025 and beyond) will need to be revised. However, since Council elections in September this year may bring fresh eyes to the table, budget forecasts for 2025 and beyond are not a present priority.

Given that Council has already prepared a 2024/5 budget scenario allowing for a 22.5% rates increase, one would assume that this scenario will be approved. As a result, since IPART has granted Council its requested increase for 2024/5, there would appear to be no case for any reduction of services, as some scare-mongers may suggest. 2025 and beyond is another story – but that is a discussion for another day.

The message from IPART, and indeed the message from ratepayers, is this:

- Council should ensure that the Operational Plan is financially and socially responsible;
- There is no need for any reduction of services in 2024/5, assuming that Council implements the 22.5% rate increase that they had requested from IPART;
- Council should look again at any non-essential initiatives, and re-consider them in the light of new rates income forecasts;
- Council should look again at the proposed fees and charges outlines in the Operational Plan appendices. These include a number of new charges, and large increases to existing charges, that seem difficult to justify;
- Council should look again at IPART's recommendations regarding Council's productivity, cost containment and efficiency (IPART report section 8).

Yours sincerely,

Christopher O'Mahony

ES.05

The Chief Executive Officer
Goulburn Mulwaree Council

By email

Submission on Goulburn Mulwaree Council Operational Plan 2024-25

My name is Adrian Beresford-Wylie and I am a resident and rate payer in the Goulburn Mulwaree Local Government Area. I appreciate the opportunity to make this submission on the Council's Draft Operational Plan 2024-25. That Plan is described as providing details of activities and projects to be undertaken in 2024-25 to achieve the actions outlined in the Council's Delivery Program (for 2022-26). It also contains proposed rating structures and pricing policy and detailed estimates of Council's income and expenditure for 2024-25. Council has invited submissions on any or all aspects of the Operational Plan.

The expectation is therefore that the draft Operational Plan for 2024-25 should be focused on the specific actions to be undertaken in the coming financial year. This is not the case and there is clearly an opportunity for the current draft to be revised and strengthened to accurately reflect intended actions and, importantly, to include actual measurable targets which will allow Council (and the community) to evaluate progress.

I want to focus my comments on two main areas:

- The Foreword to the draft plan; and
- The detailed content in pages 7 – 41.

I will also provide some comments on the Appendices attached to the Draft Operational Plan, particularly the Budget material in light of the IPART decision on Council's SRV application.

Foreword

The Foreword of the document contains a substantial amount of content which is repeated from the 2023-24 Operational Plan, including announcements relating to the upgrade of both the Marulan and Goulburn water and wastewater treatment plants, the upgrade of Clinton Street, rural roads works and shared pathways works. The reasons that these activities were not undertaken or completed in 2023-24 should be stated.

ES.05**Detail of the draft Plan**

The content of much of the 2023-24 Plan is repeated, negating the value of the new year's plan which would be found in providing specific detail about actual, measurable activities which will be undertaken by Council.

There are no quantifiable measures of targets included for any of the outcomes for any of the strategies in the document. Suggested additions should include:

Strategy A2 – various Measures and Targets

How many youth programs, activities and events to be delivered.

What quantified increase is sought in youth participation (eg, up by x%).

Has the Waste Management Centre (due April) been completed? How many waste education programs will be developed and will they be delivered and to how many recipients?

Strategy A3

Is there a target for the number of cultural programs, special events and workshops to be delivered and for the number of participants?

Strategy A4

Specify the actual short and medium term actions to be implemented. Identify and list the actual events to be delivered and their estimated contribution/impact on the visitor economy (eg the Motorcycle Grand Prix Centenary).

Strategy A5

Specify in detail how many exhibitions, education offerings and public programs will be delivered and how many participants will be involved. Specify how much funding will be sought/secured for maintenance, conservation and repair work across museum sites. Estimate the expected/desired number and type of GPAC shows and the targeted ticket sales/trends.

Strategy A6

List the arts and culture agreements signed/to be signed. List the advocacy and promotion planned to be undertaken and the amount of grant funding to be secured. List how many art initiatives are to be delivered.

Strategy A8

How much funding has been allocated to maintain public art and how much work will be undertaken.

ES.05Strategy A9

For Goulburn Australia marketing activities, list the specific activities to be undertaken and the expected outcomes.

Strategy A10

What amount of grant funding is to be sought for civic beautification (and is this is constrained by available matching funding?). What additional village plans need to be completed?

Strategy A11

When will the Advocacy Plan be revised?

Strategy B1

What specific actions related to the Tablelands and Goulburn Mulwaree Destination Plans will be undertaken in 2024-25?

Which specific CRE Development Strategy actions and CRJO strategi priorities will implemented in 2024-25?

Strategy B2

What is the target for the number of new businesses to be attracted? How will the campaign's progress in 2024-25 be evaluated?

Strategy B3

What measure will be used to evaluate tourism promotion and its success?

In terms of delivery of new assets, what progress will be made on advancing the rail trail (or any other new asset)?

Strategy B4

What new sports tourism event will be pursued/delivered in 2024-25? What is the target (in \$ or % terms) for increasing economic activity in the community?

Strategy B5

What will be the evaluation of target outcomes for Shop 2580? How many business events for small business month will be hosted and what outcomes will be achieved?

Strategy B6

What measures will be implemented to assess success of village strategies in 2024-25?

Strategy B7

Estimate of quantum of grant funding to be sought for rural roads.

ES.05Strategy B8

Any specific Chamber of Commerce priorities to be addressed in 2024-25? For example, business concerns which have been expressed relating to delay for processing complex DAs.

Strategy C1

Will the outcomes/recommendations of review of controls and policies be actioned by Council?

Will the review of active projects, etc, result in any changes and will be addressed?

Strategy C7

Are there specific targets for tree planting to be set and achieved in 2024-25?

Strategy C10

The target should be updates risk management plans in place by 2024-25.

Strategy C13

Revise guidance to ensure DAs include adequate Heritage Impact Statements.

Strategy C14

Establish Heritage Consultation Committee to identify mechanisms to streamline DAs relating to heritage properties.

Clarify and revise guidance to applicants lodging complex DAs to eliminate avoidable delays and reduce time taken to process DAs.

Strategy D1, D3 and D4

Specify quantum of grants to be sought for each category of infrastructure. Evaluate success in terms of grants received.

Strategy D2

Specify planned \$ spend for annual works program.

Strategy D8

Revise Heritage Strategy and update council records. Address need for new listings.

Establish Heritage Consultation Committee to identify mechanisms to streamline DAs relating to heritage properties.

Strategy E2

Provide council staff with training for contract and project management.

ES.05Strategy E9

Implement a regular (quarterly?) printed and circulated newsletter for all households.

Comments on appendices, specifically related to Budget and Need to Identify Saving

The decision of IPART to reject the proposed rate increases for 2025-26 and 2026-27 under Council's SRV application throws the spotlight on the Council's statement that substantial budget savings will need to be found. This is so even if Council increases the rates for 2024-25 by 22.5% as approved by IPART. That increase should not be used to delay the identification and implementation of budget savings.

There are a number of areas which could be looked at for savings:

Employee expenses

While Council is reluctant to look at staffing reductions it could review any long standing vacancies which have been difficult to fill (e.g. more than 6 months vacant). These vacant positions could be abolished on the basis that the positions are demonstrably not needed.

A review of positions could be undertaken to identify any current full time positions which could be reclassified as part time positions.

IT Expenses

Around \$500,000 pa is set aside annually for replacement of computers, printers, etc, Council could review its policies and potentially reduce the frequency of replacement without impacting service standards.

Fleet vehicle replacement

Similarly, Council could review policy and reduce the frequency with which both heavy and light vehicles are renewed.

Property Management Strategy

Council has flagged some public land disposal as part of its strategy to raise revenue. Council could review its policy with regard to land disposal to ensure that the Council, and through it the community, maximises the return of any land disposal by making sure that it captures any windfall gains to be made from rezoning before disposing of land.

ES.05

Taking a more commercial approach to asset disposal could generate revenue which might be applied to reduce debt.

Rescheduling and reprioritising work

Council should rigorously review its current program of work to identify opportunities to reschedule work which can assist in reducing budgetary pressure.

Council Debt

Information on the amount of debt Council is carrying is difficult to find but recent statements indicate that Council has a current level of debt in excess of \$35m with the intention to reduce that level to around \$33.5m by June 2025. Council should review its debt policy to clarify why Council is carrying this level of debt, with associated financing costs and what the debt is being used for. Is the debt being used to finance the acquisition of revenue generating assets? Is it being used to smooth out cash flow in the face of varying annual grant revenue?

Conclusion

I appreciate the opportunity to make this submission on the Council's draft Operational Plan for 2024-25. That Plan forms an important part of the Integrated Planning and Reporting Framework adopted by Council and I welcome the Council's commitment to that process. The comments I have made should not be taken as a criticism of Council and its staff. They are intended to assist Council in strengthening and improving the document and the transparency and community understanding of the delivery of Council's services and infrastructure.

Adrian Beresford-Wylie
16 May 2024

ES.06

Goulburn Mulwaree Council – 2024/5 Operational Plan

In light of the fact that IPART has only approved the 1 year 22.5% SVR – I have only concentrated on the 2024/5 year Operational Plan and A1, Capital Works Program B-1 and Appendix D- Fees and Charges

In relation to the General Fund – A1-1

I note that Rates and Annual Charges are predicted to **rise by approx. \$5.4 Million (the SRV)** , while Fees and charges rise by about \$339 thousand , with Interest predicted to fall by \$400 thousand . Also predicted is a FALL in Operating Grants by almost \$1.47 million, and Capital Grants of almost \$12.7 million.

Taking into account the following information – **can you please explain WHY Operational Grants are predicted to DECREASE, and on what basis the DECREASE in Capital Grants was calculated .**

ROAD GRANTS.

The Federal Government has announced that the funding for roads grants in the 2024/5 Budget (announced mid 2023) has doubled to \$1 billion per year - for the Roads to Recovery program , increased by over 36% for the Black Spot Program (\$150 million up from \$110 million 2023/4), and have provided a new fund of \$200million for the Safer Roads and Infrastructure Program

Please read the exert below:

Roads

- Increased funding for the Roads to Recovery program, supporting the construction and maintenance of Australia's local road infrastructure, rising from \$500 million to \$1 billion a year.
- Increased funding to road safety under the Black Spot Program – rising from \$110 million to \$150 million a year.
- \$200 million a year to the Safer Local Roads and Infrastructure Program.

FINANCIAL ASSISTANCE GRANTS –

In addition , the Annual – **untied** Financial Assistance Grants paid to all Councils- is primarily based on a per capita basis – so this should also rise in the 2024/5 year .

ES.06CAPITAL GRANTS

Capital Grant Funds of \$14.8 Million been calculated, and this aligns with the GM Capital Works Program.

I note that \$1million of the SVR revenue is budgeted to Urban Road Rehabilitation, and \$1.4million is budgeted to Rural Road (sealed) Rehabilitation , and \$200,000 to Rural Unsealed roads (gravel resheeting) .

Given the predicted large increase in the Federal Government Roads Grants programs – I question why Council has chosen not to budget in for ANY increase in road funding (which would normally form part of Operational Grants)?

Depreciation (Non Cash Expenditure)

I note the General Fund Depreciation expense will increase by almost \$8.4million (rising from \$17.4million 2023/4 to \$25.8 million in 2024/5) – which effectively completely wipes out the additional SRV Revenue increase (and more) of the council budget .

Non-Cash Depreciation now accounts for almost 30% of Councils General Fund Operational Statement.

Specific Queries in Capital Expenditure- GF

Page B1.1 – I question the allocation of \$150,000 for Goulburn Waterworks Security and Communication – which will all come from Reserves. This seems to be a large amount in relation to a security system and communications – at what is now only a “tourist “location and not an operational asset of the Council

Page B1.3 Whilst there is no doubt the second access to Run- o- Waters is something that needs to be done – I question the merit of where the \$500,000 allocated under Dev Contributions is coming from .

My understanding is the Run-O Waters Plan is in deficient of over \$1 million – and thus has not got \$500, 000 to contribute to the project . The other \$500,000 is to come from the ratepayers – which in a time when Council is short of cash – is probably something which should be deferred until Council is in a better financial position.

Page B1.4 Fleet Management Capital – is budgeted for \$2.7 million (Net \$2.24 million after trade/sales) . Whilst I understand that some plant may need replacing as it has reached the end of its working life – it may be prudent to keep plant which is in good order - for an extra year than originally forecast – given the Council GF Cash position .

Fees and ChargesAppendix D

Many fees are increasing across the board – with a substantial number to TBA at this time .

Of Note : Pound -Euthanasia and Surrender of pets is rising by at least 100% (D4 \$100 2024/\$200 2025 & D5\$180/ \$300)

ES.06

I also note many new fees in the Building and Planning Section – particularly pages D 17-D19,D21.

Further fee increases of over \$1000 each in relation to 3 charges on page D23

\$2500/ \$3500

\$3250/ \$4250

\$4500/\$5500

I wonder if these fees are likely to have a detrimental effect on development ?

The New fees on page D 24 also affecting larger development – with a new pre planning fee of \$2050.00 seems excessive ?

Yours faithfully

Nina Dillon

ES.07**Submission to GMC's Draft Operational Plan 2024-2025**

The following submissions are made regarding Goulburn Mulwaree Council's (GMC's) Draft Operational Plan 2024-2025 to request additional information be provided to the Councillor's and the Goulburn Mulwaree Community in line with the requirements of the Local Government Act 1993 to facilitate complete openness and transparency.

1. GMC has an obligation to provide to its community a balanced operating budget to ensure the councils ongoing financial viability. However, GMC's Draft Operational Plan 2024-2025 has failed to even attempt to provide this community with a balanced budget under scenario 1 i.e. "No Special Rate Variation". Which means as GMC failed in its attempt to secure the full SRV from the Independent Pricing and Regulatory Tribunal (IPART) then GMC has not provided the Community with an alternate plan to show GMC can continue operating as a going concern. I hope the efforts GMC is now required to undertake due to failing to receive the full SRV the updated Draft Operational Plan 2024-2025 iteration will show GMC can be viable and continue as a going concern by making the hard decisions by getting back to basics and providing what a council is supposed to provide to its community.

Some suggestions after reading the voluminous submissions from the Goulburn Mulwaree Community include –

- Mothballing the GPAC or leasing it out (although I can't imagine someone taking it on to lose \$800,000 per year)
- Alternatively, as the GPAC is on Crown Land and cannot be sold and the loan repayments must be paid regardless of it operating or not GMC should sell the Visitors Information Centre (VIC) in Sloane St and use all the proceeds to directly pay down the internal loan GMC borrowed from its own water and sewer funds as this should not incur any loan break fees. This will then save the community hundreds of thousands of dollars in future interest payments. A satellite VIC could then operate from the GPAC which will reduce staff numbers overall but still provide a service. One resident mentioned Wingecarribee's tourism centre is run at a regional level and costs their ratepayers nothing so why can't GMC's.
- An extra fee to attend the GPAC productions from people who reside outside the GMC LGA should also be imposed because why should the local ratepayers have to subsidise other people's entertainment.
- No more Events that are funded in any way by Ratepayers as the only people that benefit from these are the people who attend from outside the GMC LGA but solely at the expense of GMC's ratepayers. This includes paying tens of thousands of dollars of ratepayer's funds to host sporting and other events because whilst a few businesses may profit from the money these events purportedly bring to town the money doesn't help pay the rates for mums and dad's, pensioners and farmers who make up the majority of ratepayers of GMC.
- No more artwork and no more paying artists to exhibit their works unless of course the Art Gallery runs as a profitable business and produces its own money to fund such expenses. Ratepayers shouldn't have to and those ratepayers that want to can donate money to the Gallery.
- Since the Mayor has advised it isn't financially viable to sell the Bourke St Depot due to it now being within a flood zone GMC needs to sell the Hetherington St Depot (prior to spending another \$170,000 on improvements) and move the staff

ES.07

back to Bourke St. The mayor can then share his extravagant office with his U3A mates. Again, the sale proceeds need to be paid off one of the exorbitant loans taken out to fund the Aquatic & Leisure Centre and GPAC.

- Any new assets included in the 4-year plan need to be mothballed including grant funded projects as GMC quite clearly cannot afford to operate them. For example, regarding the just announced grant for STFA for new lighting at the Cookbundoon sports grounds is GMC going to increase the sports levy to fund the extra electricity to keep the new lights on once the project is complete?
- As GMC will not be able to afford to undertake any new projects considerable time should be made available within certain Directors and Managers positions. It may be time for GMC to go back to only having three highly paid Directors positions (or even two which some NSW councils have) which will also reduce the number of highly paid Managers positions considerably assisting the budget going forward.
- Likewise, many submissions believe the time has come where GMC no longer requires in house Grants Officers. This is especially true now given GMC cannot acquire any more new assets which is pretty much all councils have to seek grant funding for as the renewal grants are just pretty much reoccurring. Furthermore, with all this newly available time Managers will be able to write their own grant applications.
- Sell St Clair after all the old Goulburn City Council should never have purchased it. Maybe the facts pertaining to how Council became the owners of it should be published on behalf of the GMC Community.
- The GMC Ratepayers cannot afford to run the new Aquatic & Leisure Centre. The old facility ran at a \$1 million loss on average per year not around \$2.5 million per year that the ratepayers now must fund. The new facility needs to be considerably downsized so it again operates at a maximum \$1 million loss per year. And yes, this \$1 million must include the increased depreciation expense and loan repayments annually now attributable to this facility. Of course, increasing the user pays fees may see the gym remain open or the hydrotherapy pool but please inform the users when they start to complain about the exorbitant fees that they can't expect the vast majority of ratepayers that do not utilise these facilities to have to subsidise this facility to pay for them. Once the Councillor's and Senior staff of GMC realise what this will take to achieve, they may just start to see the magnitude of the ill-informed decisions they made by promoting and approving this project and others like it.

And keep remembering Councillor's and Senior staff of GMC your task here is to find in excess of \$5 million worth of savings per year and not by how this used to be achieved by cutting maintenance and renewal works.

2. It is noted that GMCs Draft Operational Plan 2024-2025 (Appendix A and Appendix A-1) has completely omitted the "Operating Costs by Cost Centre" information that was provided in the Adopted Operational Plan 2023-2024 (Appendix A) from page A11 to A14. This information has also historically been provided for within the operational plans of GMC.

I am requesting this information to be prepared and reinstated into GMC's Draft Operational Plan 2024-2025 under both scenarios i.e. "No Special Rate Variation" and "With Special Rate Variation" the one now approved being 22.5% (Appendix A and

ES.07

Appendix A-1) to allow the Councillor's and the Community of Goulburn Mulwaree to see exactly where this community's funds are being allocated. The consolidated Draft Operating Budget for 2024-2025 equates to \$104 million re "No Special Rate Variation" for operating income or \$108 million re "With Special Rate Variation" and \$120 million worth of operating expenditure under both scenarios. This consolidated \$120 million worth of operating expenditure allocated for the 2024-2025 financial year is more than double the capital allocation under scenario 1 i.e. "No Special Rate Variation" which helps to show the inclusion of this information is twice as important for the Councillor's and Community. If we were just to look at the inclusion of this information for the General Fund it becomes three times more important. As these amounts are significant, they therefore must be reported to the public during the operational plan process to ensure GMC complies with their guiding principles under the Local Government Act 1993 notably GMC's requirements under Integrated Planning and Reporting.

Still providing both scenarios will show just where GMC is proposing to cut costs and allow the Community an opportunity to see if they agree and if not be given a chance to make submissions to the contrary.

I do hope this omission was an accident and this information wasn't deliberately excluded from the Draft Operational Plan 2024-2025 so the Councillor's and Community could not see just how much profit the Waste Management Services (non-domestic) is set to make in 2024-2025 (estimated to be in excess of \$4 million) and to hide the losses projected to be made by the Goulburn Performing Arts Centre (estimated \$800,000) and Aquatic & Leisure Centre (estimated \$2.4 million) for the 2024-2025 year.

I am also requesting the Draft Operational Plan 2024-2025 be placed back on exhibition once this information has been included due to the significance of this omission to allow the Community to provide additional submissions once they have the relevant information to make an informed submission on.

3. With reference to GMC's Draft Operational Plan 2024-2025 Appendix A and A-1 Financial Information it also needs to be noted that within the 2023/24 Quarter 3 PJ comparison budget (which is the third iteration of GMC's budget for 2023/24 put forth in April 2024 meaning GMC has had sufficient time to identify this error (which GMC did by the time GMC lodged its financial information to IPART in February 2024) and make adjustments for this error as required by the Local Government Act 1993) Council has failed to adjust the budget to account for the massive approximately \$10 million under budget depreciation expense figure and the follow through impact this has on the current budget and all future budgets put forward by GMC so far.

Furthermore, the future years depreciation expenditure in all budgets and under either scenario will not stay the same even if GMC was to have no capital expenditure at all within the future years therefore, I am requesting GMC makes a concerted effort in calculating projected future years depreciation expenditure so the budget isn't understated by another \$10 million in 5 years' time leading to GMC believing they need to apply for yet another SRV. As IPART mentioned in its findings it too doesn't see this expenditure as a "hidden cost" so please stop trying to hide it.

I am also requesting the Draft Operational Plan 2024-2025 be placed back on exhibition once this error has been fixed due to the significance of this error.

ES.07

4. With regards to GMC's Draft Operational Plan 2024-2025 Capital Works Programs within Appendix B and B-1 (i.e. "No Special Rate Variation" and "With Special Rate Variation") I am requesting a narrow column be inserted between the first two columns to allow for an "R" to indicate "Renewal/Replacement Asset" or an "N" to indicate "New/Upgraded Asset" to be allocated against each listed asset to ensure the Councillor's and Community are made fully aware if GMC is proposing to fund New or Upgraded Assets in any way. Without such an indicator it is difficult/impossible for Councillor's and the Community to confidently ascertain the correct categorisation of an asset and the impending consequence of such.

If nothing else comes from GMC's SRV proposal it has made this community very aware that GMC cannot afford to fund its current level of services both operating and capital without adding any additional assets that will add even further financial burden to this community. Therefore, such an indicator as requested above is imperative to ensure GMC is being completely open and transparent with their Councillor's and Community.

I am also requesting the Draft Operational Plan 2024-2025 be placed back on exhibition once this indicator has been included due to the significance of the inclusion of this for the Councillor's and Community to be able to make fully informed decisions regarding the proposed capital works to be undertaken and this is also warranted to enable the Community to make submissions based on more accurate information.

5. The "Run-o-Waters Second Access" \$1 million Local Urban Road capital project (refer to GMC's Draft Operational Plan 2024-2025 Capital Works Programs within Appendix B page B3 and B-1 page B1-3) is an example of a new asset within this draft budget that is going to add ongoing operating expenses including increasing GMC's maintenance and depreciation expenditure annually (remember these are the "hidden costs" GMC was advised by Morrison Low during the SRV process that aren't funded by "Rate Pegging" increases) for which GMC cannot afford. Considering GMC's financially unsustainable position and the lack of effort thus far put in to reducing the deficit position of GMC this project should be put on hold until GMC makes the appropriate steps and decisions required to prove GMC is once again viable. This draft budget also has this project being funded by \$500,000 worth of revenue and \$500,000 from Developer Contributions. GMC has made it very clear that there is no money so how can this new asset be 50% funded from revenue? The SRV GMC has applied for is to fund the renewal of GMC's assets so even if this SRV is approved these funds are not to be allocated to fund new assets.

GMC also needs to provide to the Councillor's and Community which Developer Contribution Plan the other \$500,000 is coming from to fund the balance of this project. As according to GMC's most recent Audited Financial Statements the balances of these plans with regards to Roads and Traffic as at 30 June 2023 are as follows: -

Developer contributions plan	Roads/Traffic
	\$'000
New Mulwaree Plan	\$4
New Goulburn Citywide Plan	\$18
Marys Mount Plan	-\$30
Ducks Lane	-\$1,119
Clyde Street	\$1,139

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Common Street	\$78
LICP	\$1,034
S94A Levies	\$879
Not Under a Plan	-\$1,533
TOTAL	\$470

The Ducks Lane Plan has been over \$1 million in deficit since prior to 2008. This is a result of GMC's Councillor's at the time approving GMC to borrow funds to build all the infrastructure (not just roads) on behalf of the developer associated with the development from the roundabout near the Big Merino along Ducks Lane to where the Distribution Centre was built in line with the second entrance to Bonnet Park. According to GMC's 2023 Audited Financial Statements GMC spent \$5.5 million on roads re S7.11 Contributions – Not Under a Plan when GMC only had \$4 million in the plan to fund these works again leaving a deficit this time in excess of \$1.5 million. The funds in Clyde St and Common St cannot be used to fund a road in Run-o-Waters so GMC will need to prove to the Councillor's and Community that this road in this area and for this purpose can be funded from either the LICP or S94A Levies and furthermore in the amount of \$500,000. My endeavours have not been able to confirm either of these Plans can fund this project. The only other scenario is of course if GMC's intention is to use developer contributions as a guise for bank rolling future potential developers' developments along this new access road (yes, just like the Ducks Lane Development).

Furthermore, GMC should provide within the operational plan if any capital project or service has been declared by any senior staff member or councillor as having a pecuniary or non-pecuniary interest in. This is especially so if Council is proposing to fund such a project or service that results in council not following its obligations under the Local Government Act 1993 such as this project in Run-o-Waters.

6. Considering openness and transparency GMC should include a summary of the balances of each Developer Contributions Plan by function and link them to the projects they are intended to fund within the budget.

The summary should include the most recent audited financial statements amount as the opening balance (eg 2023), the budgeted net movement amount of the current year's budget (eg 2024) along with the different income and expense amounts for the following years budgets (eg 2025, 2026, 2027 & 2028) as per the summary within the financial statements for each of these subsequent years. This may also help GMC more accurately budget for Developer Contributions to be received over the years within the operational plan rather than just allocating the same figure for each year which is very unlikely to prevail. This may also prompt GMC to identify negative balances as borrowings (as required within the summary) to inform the Councillor's and the Community that works have been undertaken prior to the funds being received and providing for when these funds are likely to be recouped. Such information may also prompt the Councillor's and the Community to ask what for example is the \$19.392 million held for in the S.64 Contributions Plan. Especially when only \$1,953,424 has been allocated towards funding \$26.7 million worth of water and sewer projects in the Draft Operational Plan 2024-2025. This should beg the question by Councillor's and the Community to seek if this equates to the S.64 Developer Contributions required to be paid per property are far in excess of what they should actually be. In the 2022-2023 financial year for example \$2 million was received in this plan between contributions

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and interest earned on the balance held within this S.64 Developer Contributions Plan alone.

7. Requesting confirmation if the whole \$10 million for the Marulan Water Treatment Plant (refer to GMC's Draft Operational Plan 2024-2025 Capital Works Programs within Appendix B page B4 and B-1 page B1-5) is all renewal or is there an element of upgrade which would be considered a new asset for such a portion under the accounting standards for this asset?
8. Requesting confirmation if the whole \$4.7 million for the Marulan Wastewater Treatment Plant (refer to GMC's Draft Operational Plan 2024-2025 Capital Works Programs within Appendix B page B5 and B-1 page B1-6) is all renewal or is there an element of upgrade which would be considered a new asset for such a portion under the accounting standards for this asset?
9. Again, considering complete openness and transparency and accountability GMC should consider including a summary within the appendices outlining exactly where the proposed SRV funds have been allocated and linked to one of the 3 allowable scenarios GMC is allowed to expend this SRV money on to make it easier for the Councillor's, Community members and other interested parties to be able to access this information in one place rather than having to go through the entire operational plan to find this very relevant information.
10. I do hope GMC has no plans of including previously approved new projects from prior years budgets (eg Carr/Confoy Amenities) via the carry over or any future quarterly review process which essentially bypassed this budget process.

Unfortunately, this local community has lost trust in GMC to act on their behalf and in line with the requirements of the Local Government Act 1993 to ensure the financial sustainability hence the affordable viability of this council which is why submissions such as this are now warranted more than ever. I look forward to the updated Draft Operational Plan 2024/25 and beyond.

Kylie Newton


16.2 2024-2025 OPERATIONAL PLAN ADOPTION - INTERNAL REVIEW

Authors: Business Manager Finance & Customer Service

Director Corporate & Community Services

Director Corporate & Community Services

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. OLG Circular 24-05 - Information about rating 2024-25 [↓](#) 

Link to Community Strategic Plan:	Delivery Plan Action CL1.2 - Ensure the long term financial sustainability of Council through effective and prudent financial management (CSP Strategy CL1 - Effect resourceful and respectful leadership and attentive representation of the community)
Cost to Council:	<p>The projected reduction in General Fund's projected unrestricted cash balance (SRV inclusive version) over the 4-year period (2024/25 to 2027/28) has increased from \$2,496,056 (draft) to \$5,543,311 as a result of this review (an increase of \$3,047,255).</p> <p>The projected increase in the Domestic Waste Management Fund's projected unrestricted cash balance over the 4-year period (2024/25 to 2027/28) has increased from \$2,610,067 (draft) to \$2,629,170 as a result of this review (an increase of \$19,103).</p> <p>The projected decrease in the Water Fund's projected unrestricted cash balance over the 4-year period (2024/25 to 2027/28) has increased from \$13,288,904 (draft) to \$13,293,632 as a result of this review (an increase of \$4,728).</p> <p>The projected decrease in the Sewer Fund's projected unrestricted cash balance over the 4-year period (2024/25 to 2027/28) has increased from \$5,154,701 (draft) to \$5,156,344 as a result of this review (an increase of \$1,643).</p>
Use of Reserve Funds:	Various as defined through-out the report

RECOMMENDATION

That

1. The report of the Director Corporate & Community Services on the 2024-2025 Operational Plan Adoption – Internal Review be received.
2. The following changes be made to the draft Operational Plan because of the internal review undertaken by staff during the exhibition period.
 - (a) Council apply the approved SRV increase of 22.5% in 2024/25 and, as a result, the table of page C2 of the draft Statement of Revenue Policy (Appendix C) - General Rates (Special Rate Variation application NOT approved by IPART) be deleted.
 - (b) The interest rate on overdue rates and charges on Page C1 of the draft Statement of Revenue Policy (Appendix C) be set at 10.5%, the maximum rate as announced by the Office of Local Government.
 - (c) Council endorse the following changes to the SRV inclusive 4-year budget (Appendix A) and the SRV inclusive 4-year Capital Works Program (Appendix B) as a result of the final IPART determination on Council's SRV application:
 - (i) Discretionary Pension Rebate Expense reduced by \$25,000 (2024/25) and

- \$110,000 (2025/26-2027/28)
- (ii) General Rates Revenue reduced by \$3,972,716 (2025/26), \$5,454,539 (2026/27) and \$5,645,448 (2027/28).
 - (iii) SRV Funded Gravel Re-sheeting reduced by \$100,000 (2025/26) and \$200,000 (2026/27 and 2027/28)
 - (iv) SRV Funded Urban Road Rehabilitation reduced by \$1,000,000 (2025/26) and \$1,700,000 (2026/27 and 2027/28)
 - (v) SRV Funded Rural Road Rehabilitation reduced by \$1,500,000 (2025/26) and \$2,000,000 (2026/27 and 2027/28)
 - (vi) SRV Funded transfer to the tip replacement reserve reduced by \$375,000 (2025/26) and \$625,000 (2026/27 and 2027/28)
 - (d) The “Non-SRV” 4-year Budget and 4-year Capital Works programs be deleted.
 - (e) The following changes be made to the Draft Fees & Charges
 - (i) Rates Certificate s603 – 3-5 Day Turnaround (page D36) to \$100.00
 - (ii) Inspections for projects when Council does not have a suitably registered Building Surveyor under the Building and Development Certifiers Act 2018. (page D18) – changed to “Cost recovery for engaging a suitably accredited private certifier + \$400 facilitation fee”
 - (f) Council notes the recalculated Statutory Planning Related fees due to the change in the unit rate as announced by the NSW Department of Planning & Environment as contained within this report

BACKGROUND

At its meeting on 9 April 2024 Council was presented with its Draft Operational Plan 2024-2025 for consideration.

In accordance with the provisions of the Local Government Act 1993, Council resolved to place the Plan on public exhibition for wider community comments and submissions. The submission period closed on 17May 2024.

REPORT

During the public exhibition staff also review the documents and recommend additions, corrections and edits to the advertised Plan.

The recommended changes can also result from notices received from Government Departments/Agencies received during this period.

Several other minor adjustments of typographical errors including wording, grammar and spelling have also been made. The employee costs budget will also be updated to reflect changes to staff remuneration levels that have taken place during the exhibition period. These latter adjustments are not reported.

The recommended changes to the Draft Operational Plan 2024-2025 emanating from the internal review are as follows:

Appendix C – Statement of Revenue Policy

Subsequent to the placement of the Draft Operational Plan, two reports/circulars were issued that require changes to Appendix C – Statement of Revenue Policy:

- Office of Local Government Circular 24-05 - Information about rating 2024-25
- The IPART determination on Council’s application for a Special Rate Variation (SRV)

The Office of Local Government Circular 24-05 – Information about Ratings 2024-25 (attached) was issued on 19 April 2024. The Circular created the need to adjust Council's Statement of Revenue Policy in relation to the interest rate on overdue rates and charges.

The draft Operational Plan was placed on public exhibition without knowledge of the proposed interest rate on overdue rates and charges and it was presented as to be advised pending the rate being announced by the Office of Local Government. This reference on page C1 of the document needs to be updated to reflect the announced interest rate of 10.5%.

As Council are aware, IPART only partially approved Council's application for the SRV. The approval was for 22.5% in 2024/25 only. The draft Statement of Revenue Policy contained two versions of the general rates structure:

- Page C2 – Rates structure should the SRV not be approved by IPART (Increase by rate peg)
- Page C3 – Rates structure with the SRV approved (increase by 22.5%)

While the application was only partially approved, the approval was based on the 22.5% increase in the first year of the application. As a result, the figures contained in the table on page C3 of the draft Revenue Policy are still valid should Council resolve to apply the approved SRV.

As a result, it is recommended that Council do apply the approved increase of 22.5% and that the table on page C2 of the draft Statement of Revenue Policy be removed.

IPART Determination – Impact on Projected Budgets

Two versions of the 4-year budget and 4-year capital works program was presented in the appendices of the Draft Operational Plan (one without the SRV and one including an approved SRV. Given the partial approval received from IPART, adjustments need to be made to the SRV inclusive version. Changing this version to include the approved 22.5% increase in 2024/25 and returning to rate peg only increases in subsequent years has necessitated the following adjustments to be made to the 4-year budget as presented in the SRV inclusive version in the draft document.

	2024/25	2025/26	2026/27	2027/28
	(\$)	(\$)	(\$)	(\$)
<i>Reduction in Rates & Annual Charges</i>				
- Reduction in Discretionary Pension Rebate Expense	(25,000)	(110,000)	(110,000)	(110,000)
- Reduction in General Rates	0	3,972,716	5,454,539	5,645,448
Total Reduction in Rates and Annual Charges	(25,000)	3,862,716	5,344,539	5,535,448
<i>Reduction in SRV Funded Capital Works</i>				
- Gravel Re-sheeting	0	100,000	200,000	200,000
- Urban Road Rehabilitation	0	1,000,000	1,700,000	1,700,000
- Rural Road Rehabilitation	0	1,500,000	2,000,000	2,000,000
Total Reduction in SRV Related Capital Works	0	2,600,000	3,900,000	3,900,000
<i>Reduction in SRV Funded Transfers to Reserve</i>				
- Tip Replacement Reserve	0	375,000	625,000	625,000
Total Reduction in SRV Funded Transfers to Reserve	0	375,000	625,000	625,000
Total Impact on Projected movement in unrestricted cash	25,000	(887,716)	(819,539)	(1,010,448)

The draft was presented with the additional (SRV funded) capital works and transfer to the tip replacement reserve increasing in line with the proposed year 2 and 3 SRV increases under Council's SRV application. These amounts will now have to be kept at the 2024/25 levels due to the reduction in anticipated revenue.

It should be noted that, following Council's decision to apply for the SRV a provision for a "discretionary" pension rebate was included in Council's Pension Rebate Policy to reduce the burden of the additional rates on pensioners. Initially this was to gradually increase to \$100 per annum as the 3-year SRV increases were to be implemented. Following IPART's determination, the Policy was revised to cap this increase to \$50 per annum. The table above reflects the impact of this revision.

Employee Costs

Adjustments have been made to the budget to account for the impact on employee costs due to wages adjustments made in the budget module since the placing of the draft Operational Plan on public exhibition. These changes may include staff re-grading, staff competency progressions or new staff commencing at a lower grade or competency level as their predecessor.

The impact on the projected unrestricted cash levels because of these changes is as follows:

	Impact – 2024/25	Impact to 30 June 2028
General Fund	(\$84,747)	(\$354,551)
Domestic Waste Management	\$4,566	\$19,103
Water Fund	(\$1,130)	(\$4,728)
Sewer Fund	(\$393)	(\$1,642)

Note: A positive figure indicates an increase in the projected unrestricted cash balance

Fees & Charges

The following fees and charges have been reviewed and are recommended for adjustment:

Fee Description	Page	Current Fee	Proposed Fee	Reason
Financial Services				
Rates Certificate s603 – 3-5 Day Turnaround	D35	\$95.00	\$100	Notification of change to non-discretionary statutory fee – OLG Circular 23-02
Certification Services				
Inspections for projects when Council does not have a suitably registered Building Surveyor under the Building and Development Certifiers Act 2018.	D18	Cost recovery for engaging a suitably accredited private certifier + \$4,000 facilitation fee	Cost recovery for engaging a suitably accredited private certifier + \$400 facilitation fee	Correct typographical error in fee presented in draft document.

The NSW Department of Planning & Environment have increased the fee unit for planning services to reflect the movements in CPI. The fee unit is increasing from \$107.27 to \$111.32 and comes into effect from 1 July 2024. These statutory fees will be updated in the fees and charges as follows:

Page No.	Fee Name	2024/25 GST Inclusive
D10	Planning Certificate s10.7 (2) EP&A Act 1979	\$69.02
D10	Planning Certificate s10.7 (5) EP&A Act 1979	\$104.64
D10	Certified copy of a document, map or plan (e.g. construction certificate)	\$69.02
D14	Lodgement of issued complying development certificate by a private certifier or Council	\$40.08

Page No.	Fee Name	2024/25 GST Inclusive
D15	Lodgement of issued construction certificates from private certifiers or Council	\$40.08
D18	Lodgement of occupation certificate from private certifier	\$40.08
D23	S88G Certificate – With Inspection	\$43.41
D23	S88G Certificate – Without Inspection	\$12.25
D24	Dwellings (estimated cost of construction less than \$100,000)	\$592.22
D24	Development not involving the erection of a building, the carrying out of work, the subdivision of land or the demolition of a building or work (e.g. change of use)	\$370.70
D24	Designated development – Additional fee per application	\$1,197.80
D24	Up to \$5,000	\$143.60
D24	\$5,001 to \$50,000	\$220.41 plus an additional \$3 for each \$1,000 (or part of \$1,000) of the estimated cost
D25	\$50,001 to \$250,000	\$458.64 plus \$3.64 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$50,000
D25	\$250,001 to \$500,000	\$1,509.50 plus \$2.34 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000
D25	\$500,001 to \$1,000,000	\$2,272.04 plus \$1.64 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000
D25	\$1,000,001 to \$10,000,000	\$3,404.17 plus \$1.44 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000
D25	Greater than \$10,000,000	\$20,666.56 plus \$1.19 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000
D26	Development that requires one or more advertisements	\$370.70 plus \$93 for each advertisement in excess of one or the fee calculated in accordance with Table A above whichever is the greater
D26	No new road (Torrens Title & Community Title)	\$429.70 plus \$53 per additional lot
D26	New road (Torrens Title & Community Title)	\$864.96 plus \$65 per additional lot
D26	Strata Title (all)	\$429.70 plus \$65 per additional lot
D26	Development Application Fee	\$166.98
D27	State Agency approval fee payable to each concurrence/integrated approval authority (where no concurrence is assumed)	\$416.34
D27	Processing fee payable to the Council for each application to an authority requiring concurrence/integrated approval (where no concurrence is assumed)	\$182.56

Page No.	Fee Name	2024/25 GST Inclusive
D27	SEPP 65 Referral – residential flat development referred to design review panel	\$3,905.11
D27	Designated development	\$2,889.87
D27	Nominated integrated development, threatened species development or Class 1 aquaculture development	\$1,438.25
D27	Prohibited development	\$1,438.25
D27	Dwelling (estimated cost of construction less than \$100,000)	\$247.13
D28	Less than \$5,000	\$71.24
D28	\$5,001 to \$250,000	\$111.32 plus an additional \$1.50 for each \$1,000 (or part of \$1,000) of the estimated cost
D28	\$250,001 to \$500,000	\$651.22 plus an additional \$0.85 for each \$1,000 (or part of \$1,000) of the estimated cost
D28	\$500,001 to \$1,000,000	\$927.30 plus an additional \$0.50 for each \$1,000 (or part of \$1,000) of the estimated cost
D28	\$1,000,001 to \$10,000,000	\$1,284.63 plus an additional \$0.40 for each \$1,000 (or part of \$1,000) of the estimated cost
D28	Greater than \$10,000,000	\$6,167.13 plus an additional \$0.27 for each \$1,000 (or part of \$1,000) of the estimated cost
D29	If Council is required to give notice of the application for review	\$807.07 (in addition to the fee above)
D29	Minor error, misdescription or miscalculation (s4.55(1) EP&A Act)	\$92.40
D29	Minor environmental impact (s4.55(1A) & s4.56(1) EP&A Act)	\$839.35 or 50% of the fee for the original application (whichever is the lesser) plus the notice of application fee (\$500) where required



Office of
Local Government

Circular to Councils

Circular Details	24-05 / 19 April 2024 / A894200
Previous Circular	23/02 – Information about Rating 2024-25
Who should read this	Councillors / General Managers / Council staff
Contact	Performance Team / (02) 4428 4100 / olg@olg.nsw.gov.au
Action required	Information / Council to Implement

Subject

Information about rating 2024-25

What's new or changing

- Maximum boarding house tariffs for 2024-25 have been determined.
- Maximum interest rate payable on overdue rates and charges for 2024-25 has been determined.
- Section 603 Certificate fee for 2024-25 has been determined.
- Statutory limit on the maximum amount of minimum rates for 2024-25 has been determined

What this will mean for your council

Councils should incorporate these determinations into their 2024-25 rating structures, Operational Plan and Revenue Policy.

Key points

Boarding House Tariffs

In accordance with section 516 of the *Local Government Act 1993* (the Act), it has been determined that for the purpose of the definition of 'boarding house' and 'lodging house', the maximum tariffs, excluding GST, that a boarding house or lodging house may charge tariff-paying occupants are:

- Where full board and lodging is provided:
\$453 per week for single accommodation; or
\$747 per week for a family or shared accommodation
- Where less than full board or lodging is provided:
\$305 per week for single accommodation; or
\$502 per week for family or shared accommodation

Notice giving effect to these decisions has been published in the NSW Government Gazette (Government Gazette No 140 – 19 April 2024).

Maximum Interest Rate on Overdue Rates and Charges

In accordance with section 566(3) of the Act, it has been determined that the maximum rate of interest payable on overdue rates and charges for the period 1 July 2024 to 30 June 2025 will be 10.5% per annum.

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The methodology used to calculate the interest rate applicable for the period 1 June 2024 to 30 June 2025 is the Supreme Court methodology (the Reserve Bank cash rate plus 6%), rounded to the nearest half per cent. The cash rate used for the purposes of the maximum interest rate for local government is based on the cash rate set by the Reserve Bank of Australia on 5 December 2023.

Notice giving effect to these decisions has been published in the NSW Government Gazette (Government Gazette No 140 – 19 April 2024).

Section 603 Certificate

Under section 603 of the Act, councils may issue a certificate as to the amount (if any) of rates, charges, etc. due or payable to the council for a parcel of land. Section 603(2) states the application must be accompanied by the approved fee. In accordance with the approved methodology, the approved fee for 2024-25 is determined to be \$100. This is an increase of \$5 from the 2023-24 fee.

This determination applies to the issuing of a certificate for the matters specified in section 603(2) of the Act. Where a council offers to provide other information as an optional service, the council is not prevented from separately determining an approved fee for that additional service. Furthermore, a council is not prevented from determining approved fees for additional services required by an applicant for the expedited processing of a Section 603 Certificate.

Statutory limit on the maximum amount of minimum rates

Following a recommendation by Independent Pricing and Regulatory Tribunal (IPART), clause 126 of the Local Government (General) Regulation 2021 will be amended on 1 July 2024 by the Local Government (General) Amendment (Minimum Amounts of Rate) Regulation 2024, so that under section 548(3)(a) of the Act, the maximum amount of the minimum ordinary rate will be \$617 for 2024-25.

The maximum amount of a minimum special rate (not being a water supply special rate or a sewerage special rate) prescribed by section 548(3)(b) of the Act will remain unchanged at \$2.

Where to go for further information

Office of Local Government has further information available at <https://www.olg.nsw.gov.au/councils/council-finances/rating-and-special-variations/>

Douglas Walther
Acting Deputy Secretary, Office of Local Government

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16.3 MAKING OF RATES AND CHARGES

Author: Business Manager Finance & Customer Service
 Director Corporate & Community Services

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: Nil

Link to Community Strategic Plan:	Delivery Plan Action CL1.2 - Ensure the long term financial sustainability of Council through effective and prudent financial management (CSP Strategy CL1 - Effect resourceful and respectful leadership and attentive representation of the community)
Cost to Council:	Nil
Use of Reserve Funds:	N/A

RECOMMENDATION

- The report from the Business Manager Finance & Customer Service and the Director Corporate & Community Services on Making of Rates and Charges be received.**
- Rates and charges in the 2024/25 Operational Plan commencing 1 July 2024 be made as detailed in the following tables:**

Ordinary Rates - s493 Local Government Act

Sub-Category	Ad Valorem Rate (c/\$)	Base Rate	Minimum Rate
Residential - General	0.15490	\$350.00	-
Residential - Goulburn	0.40850	\$440.00	-
Residential - Marulan	0.23650	\$340.00	-
Business - General	0.64200	-	\$722.00
Business - Goulburn	0.74300	-	\$722.00
Business - Goulburn Town Centre	1.52700	-	\$722.00
Business - Marulan	0.74300	-	\$722.00
Mining	1.79000	-	\$722.00
Farmland	0.10100	\$677.00	-

Domestic Waste Management - s496 Local Government Act

Category	Charge
Occupied – First Service (3 Bins)	\$430.00
Occupied – Subsequent Service (3 Bins)	\$430.00
Occupied – Subsequent Service (Red Bin)	\$290.00
Occupied – Subsequent Service (Yellow Bin)	\$140.00
Occupied – Subsequent Service (Green Bin)	\$140.00
Unoccupied	\$43.00

Tarago

Category	Charge
Occupied (Recycling Only)	\$228.00

Rural Waste Charge - s501 Local Government Act

Category	Charge
Rural Waste Charge	\$167.00

Water Availability Charges (Goulburn/Run-O-Waters) - s501 Local Government Act

Category	Meter Size	Annual Charge
Water Availability - Vacant		\$200.00
Occupied	20mm	\$200.00
	25mm	\$314.00
	32mm	\$486.00
	40mm	\$793.00
	50mm	\$1,237.00
	65mm	\$2,418.00
	80mm	\$3,154.00
	100mm	\$4,950.00
	150mm	\$11,114.00

Water Availability Charges (Marulan) - s501 Local Government Act

Category	Meter Size	Annual Charge
Water Availability - Vacant		\$286.00
Occupied	20mm	\$286.00
	25mm	\$446.00
	32mm	\$706.00
	40mm	\$1,136.00
	50mm	\$1,769.00
	65mm	\$3,469.00
	80mm	\$4,521.00
	100mm	\$7,086.00
	150mm	\$15,980.00

Water Consumption Charges (Goulburn/Run-o-Waters) - s502 Local Government Act

Category	Meter Size	Tariff 1 (per kl)	Tariff 2 (per kl)	Tariff 2 Trigger (kl per day)
Occupied	20mm	\$3.28	\$4.44	Over 0.80
	25mm	\$3.28	\$4.44	Over 1.30
	32mm	\$3.28	\$4.44	Over 2.00
	40mm	\$3.28	\$4.44	Over 3.30
	50mm	\$3.28	\$4.44	Over 5.15
	65mm	\$3.28	\$4.44	Over 9.15
	80mm	\$3.28	\$4.44	Over 13.15
	100mm	\$3.28	\$4.44	Over 20.55
	150mm	\$3.28	\$4.44	Over 46.23

Water Consumption Charges (Marulan) - s502 Local Government Act

Category	Meter Size	Tariff 1 (per kl)	Tariff 2 (per kl)	Tariff 2 Trigger (kl per day)
Occupied	20mm	\$3.28	\$4.44	Over 0.80
	25mm	\$3.28	\$4.44	Over 1.30
	32mm	\$3.28	\$4.44	Over 2.00
	40mm	\$3.28	\$4.44	Over 3.30
	50mm	\$3.28	\$4.44	Over 5.15
	65mm	\$3.28	\$4.44	Over 9.15
	80mm	\$3.28	\$4.44	Over 13.15
	100mm	\$3.28	\$4.44	Over 20.55
	150mm	\$3.28	\$4.44	Over 46.23

Backflow Device Charges - s501 Local Government Act

Category	Annual Charge
First Device Per Property	\$76.80
Subsequent Device Per Property	\$39.70

Sewerage Charges (Goulburn) – s501 Local Government Act

Category	Meter Size	Annual Charge
Residential Occupied		\$847.00
Residential Vacant		\$467.00
Flats & Unit (Per Unit)		\$847.00
Business	20mm	\$467.00
	25mm	\$734.00
	32mm	\$1,201.00
	40mm	\$1,875.00
	50mm	\$2,894.00
	65mm	\$4,940.00
	80mm	\$7,495.00
	100mm	\$11,653.00
	150mm	\$17,349.00

Sewerage Charges (Marulan) – s501 Local Government Act

Category	Meter Size	Annual Charge
Residential Occupied		\$1,023.00
Residential Vacant		\$756.00
Flats & Unit (Per Unit)		\$1,023.00
Business	20mm	\$756.00
	25mm	\$1,152.00
	32mm	\$1,779.00
	40mm	\$2,754.00
	50mm	\$4,291.00
	65mm	\$7,297.00
	80mm	\$11,085.00
	100mm	\$17,300.00

Sewerage Consumption Charges (Goulburn) – s502 Local Government Act

Category	Meter Size	Charge (per kl)
Residential Occupied*		N/A
Flats & Unit (Per Unit)*		N/A
Business	20mm	\$3.30
	25mm	\$3.30
	32mm	\$3.30
	40mm	\$3.30
	50mm	\$3.30
	65mm	\$3.30
	80mm	\$3.30
	100mm	\$3.30
	150mm	\$3.30
* Usage Component included in Annual Charge		

Sewerage Consumption Charges (Marulan) - s502 Local Government Act

Category	Meter Size	Charge (per kl)
Residential Occupied*		N/A
Flats & Unit (Per Unit)*		N/A
Business	20mm	\$3.30
	25mm	\$3.30
	32mm	\$3.30
	40mm	\$3.30
	50mm	\$3.30
	65mm	\$3.30
	75mm	\$3.30
	80mm	\$3.30
	100mm	\$3.30
	150mm	\$3.30
* Usage Component included in Annual Charge		

Liquid Trade Waste Charge – s501 Local Government Act 1993

Category	Annual Charge
Category 1	\$134.00
Category 2	\$144.00
Category 3	\$520.00

BACKGROUND

To make the ordinary rates, special rates and annual charges so that the rates and annual charges can be levied.

REPORT

The ordinary rates, special rates and their respective categories and sub-categories, which will be levied in accordance with the 2024/25 Operational Plan (Appendix C) that will take effect from 1 July 2024 are presented for adoption.

Also listed are the annual charges that will be levied in accordance with the 2024/25 Operational Plan. The increases are as follows:

- General Fund by approved Special Rate Variation – 22.50%

- Water Charges (availability and usage) – 4.50%
- Waste water charges – 3.50%
- Waste – 3.00%
- Rural waste card – 3.00%
- Liquid trade waste charges – 3.50%
- Backflow devices – 4.50%

16.4 DELIVERY PROGRAM 2022 - 2026 PROGRESS REPORT**Author:** Director Corporate & Community Services**Authoriser:** Aaron Johansson, Chief Executive Officer**Attachments:** 1. Operational Plan Report - March 2024 (separately enclosed) 

Link to Community Strategic Plan:	25. Our Civic Leadership CL1 Effect resourceful and respectful leadership and attentive representation of the community.
Cost to Council:	Nil
Use of Reserve Funds:	Nil

RECOMMENDATION

That the report by the Director Corporate & Community Services on the Delivery Program 2022-2026 Progress Report be noted.

BACKGROUND

Council adopted its Delivery Program 2022-26 in June 2022. Under Integrated Planning and Reporting, Council is required to provide update reports on the progress of the implementation of the Delivery Plan at least every six months.

REPORT

The progress report as at 31 March 2024 is included in the enclosures. From this time onwards, this report will be presented to Council every quarter alongside the Quarterly Budget Reviews. Work is commencing on the implementation of a new system to improve the presentation and readability of these reports. This is expected to be live within six months.









16.5 PLANNING PROPOSAL - CBD AND SURROUNDS TRANSFORMATION PROJECT - AMENDMENT OF GOULBURN MULWAREE LOCAL ENVIRONMENTAL PLAN 2009

Author: Senior Strategic Planner

Director Planning & Environment

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments:

1. Draft CBD & Surrounds Precinct Specific DCP Chapter (separately enclosed) 
2. Demographic Analysis (separately enclosed) 
3. Analysis of Place (separately enclosed) 
4. Residential Heritage Colour Guide (separately enclosed) 
5. Annotated Proposed CBD Core Height of Building Map (separately enclosed) 
6. Permissible Zone Diagram (separately enclosed) 
7. Current & Proposed Land Use & Zonings (separately enclosed) 
8. CBD & Surrounds Transformation Survey Response Report (separately enclosed) 

Reference to LSPS:	Planning Priority 2: City, Town and Village Centres – Vision 2040 - Vibrant, accessible town centres which provide a range of services to meet the community's needs.
	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.
	Planning Priority 9: Heritage – Vision 2040 – Goulburn Mulwaree's cultural heritage is conserved, actively adapted for use (where appropriate) and celebrated.
Location:	CBD Core, Northern and Southern Gateway Precincts and Mixed Use Edge

RECOMMENDATION

That:

1. The report from the Senior Strategic Planner regarding the changes to the Goulburn Mulwaree Local Environmental Plan 2009 and Goulburn Mulwaree Development Control Plan 2009 be received.
2. Council resolve to prepare a planning proposal to amend the Goulburn Mulwaree Local Environmental Plan based upon the amendments presented in Attachment 7 of this report with additional refinement and further endorsement by Council prior to Gateway submission.
3. Council consult with State agencies and Stakeholders in relation to the planning proposal.
4. The Goulburn Mulwaree Residential Heritage Colour Guide in Attachment 4 of this report be adopted and associated amendments made to the Goulburn Mulwaree Development Control Plan 2009.
5. Council resolve to prepare an amendment to the Goulburn Mulwaree Development Control Plan in support of the proposed amendments to the Goulburn Mulwaree Local

Environmental Plan.

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

The purpose of this report is to introduce the CBD and Surrounds Transformation Project, outline draft proposed changes and seek endorsement to proceed with preparing a planning proposal and supporting Development Control Plan amendments.

Upon completion of the additional technical evidence and drafting of the CBD and Surrounds Transformation planning proposal a further report will be presented to Council to seek endorsement to proceed to a Gateway Determination.

The CBD and Surrounds Transformation project is Council-led and is seeking to meet the planning priorities and actions within Council's [Local Strategic Planning Statement \(LSPS\)](#) and [Urban and Fringe Housing Strategy \(UFHS\)](#).

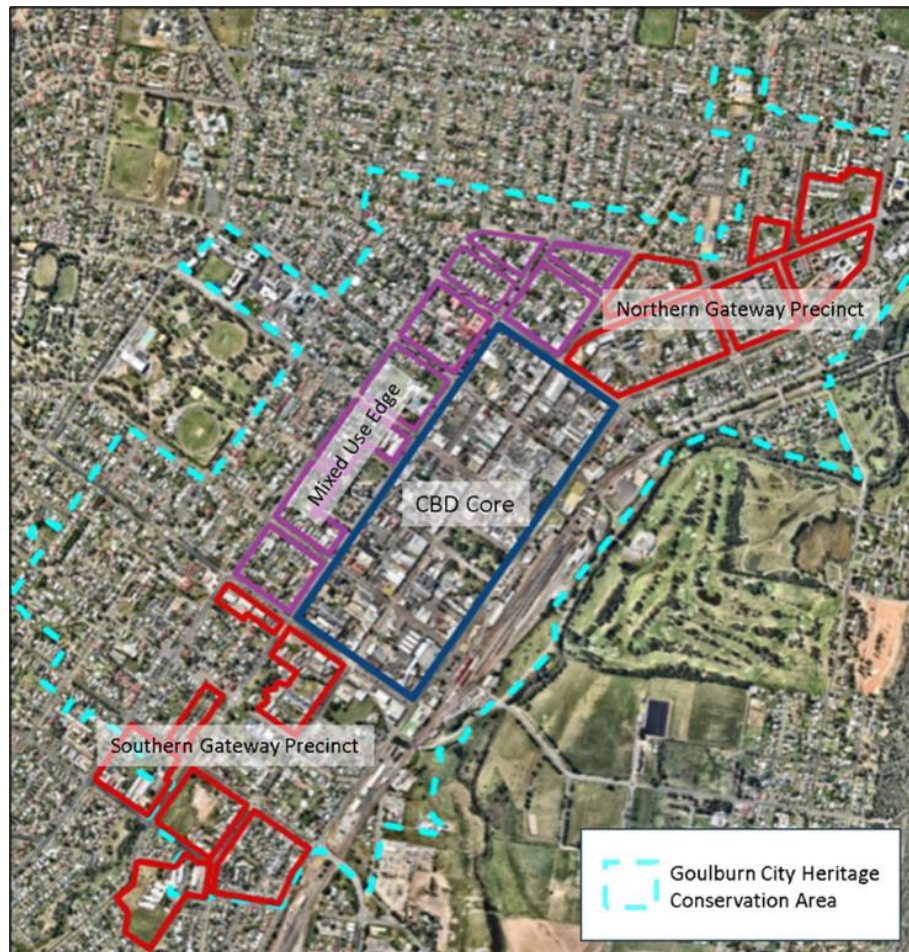
This project is seeking to address the actions of these strategic documents through a series of amendments to the Goulburn Mulwaree Local Environmental Plan (GM LEP) and Development Control Plan (GM DCP). These amendments seek to enable and encourage residential development within the Central Business District (CBD) and medium density residential on its northern and southern peripheries.

The aim is to increase footfall in the CBD to support existing and future businesses. This is sought through enlivening activity on the street in the day and evening, provision of a greater range of housing types, with a particular focus on smaller units and apartments and the facilitation of greater housing affordability.

The significant majority of the study area ([Figure 1](#)) is encompassed by the Goulburn City Heritage Conservation Area which includes numerous State listed, Locally listed and contributory heritage items which are integral to the character of the Conservation Area and the identity of Goulburn as Australia's first inland city.

The delicate balance between increasing residential density whilst maintaining the historic character of the Heritage Conservation Area is proposed to be achieved through a series of amendments to the GM LEP and GM DCP applied to four areas within and on the edge of Goulburn CBD, namely:

- The CBD Core (Goulburn Central)
- The Northern Gateway Precinct
- The Southern Gateway Precinct
- The Mixed Use Edge

Figure 1: Overall Site Boundaries and Heritage Conservation Area overlay

The changes to the GM LEP are supplemented by the new CBD and Surrounds Precinct Chapter in the emerging revision to the Development Control Plan.

The current Goulburn Mulwaree Development Control Plan is approximately 15 years old and has been incrementally modified to update its contents over the years. This has resulted in a patchwork of policies, objectives and guidance which poorly integrate with each other and with current State policy. Revision of the Development Control Plan is a high council priority with 6 actions within the Local Strategic Planning Statement identifying revisions to the Plan.

This project is currently progressing with chapters being drafted and reviewed by relevant Council Officers. The policy approach and format of the revised Development Control Plan differs significantly from the current format and includes a performance criteria and acceptable solutions approach. **Attachment 1** includes a diagram of the component parts of the revised policy format.

This new approach and format to the Development Control Plan seeks to:

- Remove duplication of policy provisions and guidance
- Create, delete and modify policy and objectives and apply the new policy format
- Align with and avoid repetition of State policy
- Update references to local and State policy guidance
- Provide a background and context to each policy and/or chapter
- Make the document more user friendly for both professionals and the public

The CBD and Surrounds Development Control Plan chapter is the first chapter of this new format development control plan to be presented to Council. The chapter is precinct-specific, and its application does not extend beyond their identified boundaries.

They form one small part of the wider policy provisions in the emerging plan and will rely on other chapters (not yet presented) for some broader controls, particularly around heritage and landscaping. This seeks to avoid repetition and integrate significant planning principles through primary subject-based chapters.

It is important to note that State Environmental Planning Policy - Housing (Housing SEPP) applies to any residential flat building and shop top housing which exceeds 2 storeys in height and includes 4 or more dwellings. The Housing SEPP sets out minimum standards for parking, internal floor area and ceiling height which cannot be varied. It also requires development to be compliant with the Apartment Design Guide which sets out various controls relating to privacy, solar access, private open space, ventilation storage and parking. These requirements supersede those within any Development Control Plan.

A copy of the Apartment Design Guide is available using the following link:
<https://www.planning.nsw.gov.au/sites/default/files/2023-03/apartment-design-guide.pdf>

The proposed changes sought through this project are evidence based and grounded in a detailed understanding of the place. This has been drawn from existing studies and reference material and through a suite of in-house evidence documents prepared to support this project. The findings of the documents have directly informed the proposed changes and seek to balance increased density with maintaining historic character and significance. Given the tight linkage between the evidence and the suggested measures, it is crucial to verify the accuracy and completion of the supporting documents prior to finalising the policy controls.

Finalisation of the suite of supporting evidence and policy controls will be undertaken alongside preparation of the planning proposal report. This completed package will be presented back to Council before submission to the Department of Planning, Housing and Infrastructure for a Gateway Determination.

BACKGROUND

Strategic context - State

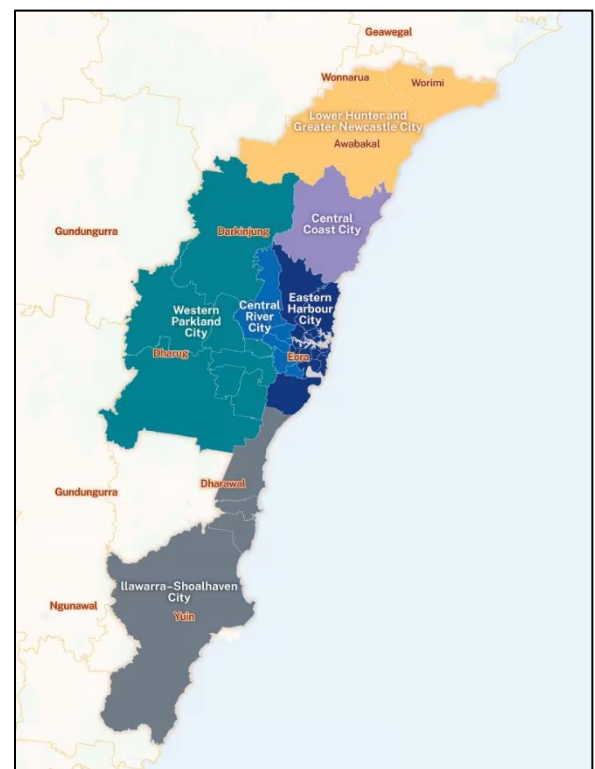
The NSW Department of Planning, Housing & Infrastructure has recognised the requirement for an extra 904,000 homes by 2041 to accommodate the expanding population and evolving demographic demands of NSW. The primary focus of this growth is Greater Sydney and the Six Cities region (**Figure 1**).

The State government have introduced several measures to encourage the construction of additional homes, particularly through increasing density to make the most efficient and sustainable use of existing infrastructure.

One of the measures to increase residential density and increase the supply of homes is the Transport Oriented Development Program. This program involves state-led rezonings on areas within 1200m of 8 priority transport hubs.

It also involves the introduction of a Transport Oriented Development State Environmental Planning Policy

*Figure 1: Map of Six Cities Region source
<https://www.nsw.gov.au/building-our-way-forward/what-were-building/six-cities-vision>*



(SEPP). This SEPP permits residential flat buildings in residential zones R1, R2, R3 and R4 and E1 and E2 Commercial Centres when located within 400m of one of the 31 identified transport hubs and town centres in the six cities region.

Further information on the Transport Oriented Development Program is available on the NSW Government website at: <https://www.planning.nsw.gov.au/policy-and-legislation/housing/transport-oriented-development-program>

Goulburn **is not included** within the Six Cities region and the Transport Oriented Development Program **does not currently apply** to any area within the Goulburn Mulwaree Local Government Area (LGA).

The above State government changes to permit more housing in areas that are well connected to transport, is a sound sustainable planning approach to address demand.

The changes proposed through the CBD and Surrounds Transformation Project also focus on increasing residential density in proximity to the concentration of services and facilities in and around Goulburn CBD. However, the proposed changes to the GM LEP and GM DCP take a more place-based approach than that proposed by the State for other LGA's.

Proposed land use zoning, heights of building limits, floor space ratios, and minimum lot sizes have all been tailored to reflect the heritage significance of heritage items and the Heritage Conservation Area whilst balancing increasing residential density in sustainable locations.

The strategy proposed by the Council promotes increased density while preserving heritage, which will contribute to the State Government's overall housing goals without necessitating direct intervention from the State, as observed in the Six Cities region.

Strategic Context - Local

There are four fundamental strategic documents which have informed and driven the principal changes proposed through this project, namely:

- [Goulburn CBD Masterplan](#)
- [The Employment Land Strategy](#)
- [The Urban and Fringe Housing Strategy](#) (UFHS), and
- [The Local Strategic Planning Statement](#) (LSPS)

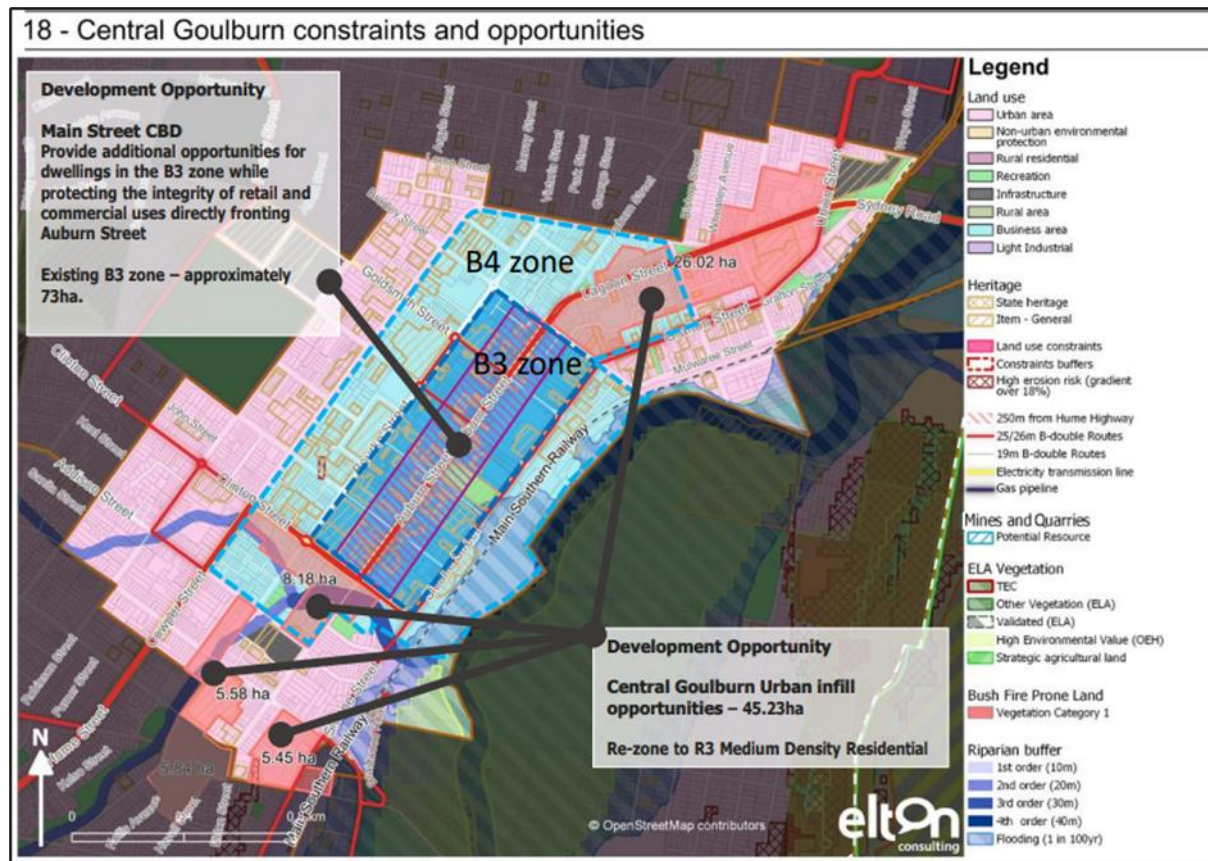
Collectively these documents seek:

- A mix of development in the CBD
- An increase in residential occupancy in the CBD
- A broader range of housing types to increase housing choice, diversity and affordability
- A vibrant night-time economy
- Higher density development in around the CBD
- Opportunity areas for medium density housing
- Minimise the cost of development
- The adaptive reuse of heritage buildings

In particular, the UFHS identifies areas suitable for medium density housing near Goulburn CBD as illustrated in **Figure 3**.

These areas were further explored and refined through the CBD and Surrounds Transformation Project. Areas proposed for increased density are located within the broad areas identified in the *UFHS*.

Figure 3: Extract from the Urban and Fringe Housing Strategy



In addition, the LSPS specifically identifies that additional residential development within and around the CBD will assist to revitalise the centre, make better use of existing infrastructure, and provide a greater range of dwelling types which are less reliant on private transport.

The LSPS includes three planning priorities which are of relevance to this project:

- Planning Priority 2: City, Town and Village Centres, and
- Planning Priority 4: Housing
- Planning Priority 9: Heritage

These priorities are accompanied by the following 8 related planning actions:

- Review LEP and DCP provisions including height, FSR and car parking controls to facilitate urban renewal of the Goulburn CBD.
- Review Council's Development Control Plan, to include character precincts to emphasise individual character areas.
- Consider and implement a range of urban design and land use planning strategies to create healthy built environments.

- Implement and monitor an Urban and Fringe Housing Strategy
- Review planning provisions to improve aged, social and affordable housing supply.
- Monitor the take up of shop top housing, and housing supply/demand in the CBD.
- Review Goulburn Main Street Study.
- Review LEP and DCP provisions to ensure sufficient incentives available to encourage the adaptive reuse of heritage items.

The proposed changes to the GM LEP and the introduction of the new format precinct specific chapter to the GM DCP seek to directly address the above planning priorities and meet the associated planning actions in the *LSPS*.

Demographics

The *Urban and Fringe Housing Strategy* alongside the *Local Strategic Planning Statement* utilise census data, Forecast ID and house price data to provide an analysis of:

- Population and household change,
- The overall number of new homes needed
- The size and type of new homes needed currently and in the future
- Residential land values
- Employment and Income levels

This information has determined the level of housing growth, the type of homes needed and their locations. Both strategies are four years old, and the data utilised is largely sourced from 2016 and 2018 data sources.

To ensure a robust and up-to-date evidence base for the project, demographic and house type and price data sourced from 2021 and 2022 data sources including census, Forecast ID and house price data have been collated and analysed. **Attachment 2** presents the updated data which reinforced and expanded upon the findings of the *LSPS* and *UFHS*.

Evidence

The revised controls proposed through this report are based upon a detailed understanding of the area subject to change. Before change is proposed, it is central to understand the components of an area such as access to services and facilities, public open space and transport provision. It is also vital to understand and appreciate what makes an area special and where has the greatest capacity for change.

A series of evidence gathering documents are currently in production by the Strategic Planning Team to provide a basis and justification for the proposed changes. The following is a list of documents produced or updated to support the CBD and Surrounds Transformation Project.

- Analysis of Place
- Conservation Area Catalogue
- Northern & Southern Gateway Character Assessment
- Materials Schedule

- Tailored Street setbacks- Northern & Southern Gateway Precinct
- Tailored Street setbacks- CBD Core
- Building Style & Era Mapping
- Goulburn Shop Fronts Inventory
- CBD Health Check
- CBD Parking Survey
- Residential Heritage Colour Guide
- Main Street Study update
- CBD Massing Study

A short summary of the new and updated documents and how they support the project is provided below. A copy of the above working drafts are available on the Council's website at: <https://www.goulburn.nsw.gov.au/Development/Plans-Strategies#section-12>

Analysis of Place

An assessment of the Northern and Southern Gateway Precinct's attributes has been undertaken through the *Analysis of Place* document in **Attachment 3**. This assessment examined:

- Land use and land use zones
- Applicable GM LEP controls such as Floor Space Ratio, Minimum Lot size, Height of Building
- Proximity to shops and services
- Availability and proximity to public open space
- Access to public transport
- Parking availability
- Current Heritage and Contributory Items
- Potential Contamination
- Flooding
- Topography
- Key redevelopment opportunity sites
- Lot Size Range

This analysis confirmed the locational advantages of the two precincts for medium density residential development.

Conservation Area Catalogue

To ensure a detailed and up-to-date record of the Goulburn City Heritage Conservation Area and provide a reference point for heritage significance, a catalogue has been compiled of all buildings within the Heritage Conservation Area.

A high-resolution photograph has been taken of the front elevation of every property within the City Heritage Conservation Area. The Catalogue presents properties by street and identifies whether the property is Heritage listed or a Contributory item. It also includes details regarding the historic significance of a property where available, sourced from the local heritage group and their historic sources, the Heritage Strategy and from the Heritage NSW Statement of Significance.

Goulburn Heritage Group reviewed a draft version of the catalogue between October and December 2023 and suggested 130 additions to the contributory list and 17 removals. All suggestions have been compiled and reviewed by the Senior Strategic Planner, the Landscape and Conservation Officer and Council's Heritage Consultant.

The group also provided valuable input into historic details which help tell the story of a place including details on previous owners and occupiers, who built and designed the buildings. These details have been identified in blue within the updated version of the Conservation Area Catalogue.

Northern & Southern Gateway Character Assessment

The Northern and Southern Gateway Precincts are the areas subject to the greatest level of change and as a result require the greatest level of understanding. This is particularly the case when considering the balance between maintaining heritage significance whilst allowing for increased residential densities.

The Character Assessments are split into northern and southern sections with each street block identified and individual lots and properties examined in detail. Each property within each precinct has been reviewed with the following information recorded:

- A high-resolution photograph has been taken of the front elevation of every property to provide a visual indication of the property's contribution to streetscape character.
- An aerial image of the lot to help assess property position, setbacks, site coverage, landscape features etc.
- Lot characteristic table which identifies lot area, width, depth, front and rear setbacks and approximate floor space ratio. This information was sourced from the Analysis of Place document.
- Commentary on building type, characteristics, contribution to the Conservation Area character and other additional information derived from the Heritage NSW Statement of Significance record and Council's Heritage consultant.
- Identification of the building era based upon background information on construction date and a review of the architectural characteristics as identified through the Building Style and Era Mapping.
- A feature review of the building's presentation to the street frontage identifies architectural characteristics and building features such as iron work detailing, brick type and detailing, window structure etc. These identified features have been placed into 3 categories:
 - **Green Listed features** - enhancing elements which positively contribute to the character and significance of the Heritage Conservation Area and should be retained, conserved and restored.

- **Orange Listed features** - neutral elements, which neither detract from nor make a significant contribution to the character and significance of the Heritage Conservation Area
- **Red Listed features** - Intrusive elements, which detract from the character and significance of the Heritage Conservation Area and should be removed and/or replaced.
- Identification of the status of significance in the Conservation Area streetscape. Properties listed within Schedule 5 of the GM LEP have been identified as heritage items. Properties identified as those contributing positively to the character of the Conservation Areas streetscape, but not of a higher enough quality of significance for formal listing, have been identified as Contributory Items.

Upon completion, this document is intended for both Council and public use to help guide the decision making of council officers and property owners. The information in this document provides detailed and property specific information which can inform the appropriate alterations and additions to a property which would serve to enhance the character of the Heritage Conservation Area streetscape. This document has also been directly referenced within the emerging Northern and Southern Gateway chapter of the GM DCP.

A draft version of this document has also been reviewed by the Goulburn Heritage Group.

Materials & Feature Schedule

The Materials and Feature Schedule applies to the Northern and Southern Gateway Precincts, as the areas with the greatest anticipated change. The Schedule is a record of the number of occurrences within a street or part of a street demonstrating a particular feature or material on a property including:

- **Form**- such as whether the building is asymmetrical or symmetrical in character
- **Façade materials**- such as weatherboard or red facing brick
- **Roofing material**- such as whether tiled or utilising corrugated iron
- **Verandah or porch**
- **Boundary treatment**- such as low brick wall or wooden picket fence
- **Window material and emphasis**- such as wooden or aluminum with a vertical or horizontal emphasis
- **Garage and car ports** including their position in relation to the front and rear building lines
- **Development type**- such as detached or attached.

This record has also been compiled for individual heritage and contributory items to understand their individual characteristics.

The Schedule has provided the opportunity to identify prevailing characteristic along a street or part of a street and those of heritage and contributory items.

This database of information has directly informed policy provisions within the Precinct DCP chapter through the prescription of the mix of materials and features desired within parts of the Precincts.

Tailored Street setbacks- Northern & Southern Gateway Precinct and the CBD Core

An assessment of current and proposed front building setbacks has been undertaken for the properties and streets of both the CBD Core and Northern and Southern Gateway Precincts.

The assessment reviewed the current front building setback of each property along the streets of the CBD Core and Gateway Precincts to determine a predominant building character. This predominant building character has been reflected in the proposed building setback maps with proposed setbacks also heavily influenced by the character of the heritage and contributory buildings.

A set of proposed front setbacks has been developed based upon the existing predominant character, demonstrated by heritage and contributory items and the desired future character of the precincts. This has directly informed the Precinct GM DCP chapter through the Setback policy.

Building Style & Era Mapping

The Building Style and Era Mapping has sought to group buildings within the Northern and Southern Gateway precincts into broad historical categories (**Table 1**) to inform our understanding of the areas historical development and character.

Table 1: Broad Era Category & Date

Broad Era Category		Approximate era date range
	Georgian	1788-1840
	Victorian	1840-1890
	Federation	1890-1915
	Inter-war	1915-1940
	Post-war	1940-1960
	1960'-1990's	1960-1999
	Post 2000's	2000- present

These categorisations have been based upon background information on construction date and a review of the architectural characteristics primarily as viewed from the primary street frontage. They approximate a broad stylistic architectural period which aims to assist in determining suitable alterations and addition to existing heritage and contributory items. Identification of broad era categories also helps ensure new development is sympathetic with the prevailing character of the Conservation Area streetscape by providing an easily accessible data source to the public and professionals.

Once this document is finalised and endorsed by Council it will be placed on Councils website for public use. There is opportunity in the future to expand the scope of this document to include the entirety of the Goulburn City Heritage Conservation Area.

Goulburn Shop Fronts Inventory

The Goulburn Shop Fronts Inventory is a draft photographic record of all the individual shops fronts lining Auburn Street. It identifies each shop front, the address and occupier and provides commentary on the colour scheme, shopfront design, signage placement and architectural features of note. The Inventory also highlights good examples of traditional shop front design to be retained and good contemporary examples of shop fronts which are more sympathetic to the historic CBD streetscape.

The Inventory has been prepared by the Strategic Planning Team with input from Council's Heritage Consultant and serves as background evidence for decision making in relation to suitable shopfront alterations and replacements. The Inventory is directly linked into the new Shopfronts policy in the CBD GM DCP chapter.

The Inventory is still in development with additional streets in the CBD to be included, refinement in categorisation and further annotation of shop detailing.

Goulburn CBD Health Check

The CBD Health Check is a document prepared by the Strategic Planning Team every 2 years to record key information relating to the vitality and vibrancy of the CBD Core. This data driven report which primarily focuses on vacancy rates, provides fine grain, written and spatially represented information on:

- The number of commercial units present in Goulburn CBD Core
- The occupiers of each unit and any known change
- The number of vacant units and overall vacancy rates
- Heritage item vacancy rate

A map of all CBD Core occupiers is provided within the CBD Occupancy Map within Appendix A of the Health Check Report.

To ensure a more robust assessment of vitality and vibrancy going forwards, future editions of the CBD Health Check will expand upon the above indicators to include:

- Pedestrian activity
- Number of units with Active Street Frontages
- Number of units with outdoor dining facilities
- A record of business movements
- Business opening hours
- Detailing public realm improvements

The first edition of the CBD Health Check (2023) was endorsed by Council on 19 December 2023, based upon data collected in early 2023. This report, alongside future editions, will provide data to inform and monitor the health and vibrancy of Goulburn CBD and can be used as one tool to determine progress towards councils' strategic aims.

The Health Check is one mechanism in which to monitor potential effects of the changes sought through the CBD and Surrounds Transformation Project.

Goulburn CBD Parking Survey

The Goulburn CBD Parking Survey is a document prepared by the Strategic Planning Team every 2 years to record information on the level of parking occupancy on the streets of the CBD and Council car parks within the CBD Core.

Two parking Surveys have been completed to date which are the Parking Survey- Interim Update June 2022 and the Parking Survey December 2020. These surveys comprise the first two in an on-going, parking occupancy review for the CBD to understand and keep a rolling record of parking availability. The Parking Surveys were endorsed by Council on 20 December 2022.

The findings of the parking surveys have informed the Parking policy and requirements of the CBD Core GM DCP chapter.

Residential Heritage Colour Guide

The Residential Heritage Colour Guide has been prepared by the Strategic Planning Team in collaboration with Council's Heritage Consultant. The document provides a guide to the appropriate external paint colours when undertaking works to a heritage listed building or a building within a Heritage Conservation Area.

The Guide includes the following:

- Directions on how to use the guide.
- Outlines the periods and dates for each broad architectural style generally found in the LGA.
- Guidance on whether paint is suitable and if so how to select an appropriate paint colour.
- Recommended colour swatches (inclusive of widely used coloured references) for each broad architectural style and separated by those colours suitable for external walls and those suitable for architectural detailing.
- Guidance on roofing material and colour choices.

The Guide is intended to provide advice and guidance to the public, property owners and developers on the appropriate application and choice of colour on external walls and detailing. It also provides a consistent reference point for Council officers when determining relevant applications or Council works on a listed building or within a Heritage Conservation Area.

The Goulburn Heritage Group have reviewed the Guide and generally supported the document. The Group provided some additional comment for improvement which are detailed later in this report.

The current GM DCP Chapter 3.3.12 includes a heritage colour guide in the form of a table illustrated in **Figure 2**.

The print quality is relatively poor, the build periods comparatively broad and provides no delineation between external walls and architectural detailing.

The Residential Heritage Colour Guide provides greater detail and refinement compared to the current heritage colour table.

This report seeks Council endorsement to adopt the Residential Heritage Colour Guide as an evidence document to be published on Council's website. This report also seeks Council endorsement to replace the current heritage colours table in Figure 3.6 of the GM DCP and affiliated references throughout the document with reference to the Residential Heritage Colour Guide.

This ensure the most up-to-date, detailed, and relevant guidance is available to officers and the public at the earliest opportunity.

A copy of the Residential Heritage Colour Guide is available in **Attachment 4**.

Main Street Study Update



Figure 2: Current GM DCP Heritage Colour Table

The Goulburn Main Street Study is a report commissioned by Council and published in 1992. The aim of the report was to provide advice, information, and guidance to building owners and occupiers and to Council to enable the appropriate conservation, colour schemes, infill and streetscape conservation advice. The Report undertook a comprehensive building and item survey which included a photographic record of shopfront and building facades along the streets of the CBD Core and provided recommendations for improvement.

This document is now over 30 years old and was published prior to the opening of the Hume Highway bypass around Goulburn CBD. The original document is now dated with black and white photos, outdated building information and irrelevant recommendations. The *LSPS* includes the review of this document as a planning action.

The Strategic Planning Team have been working on a revised and updated version of the original Main Street Study to bring it into the 21st century and furnish it with updated information, coloured photographs and recommendations which will enhance the historic streetscape character of the CBD.

This document provides one piece of evidence to inform the decision making of building occupiers and owners by clearly presenting historic information on the property and recommendations for its enhancement on the historic streetscape. It also guides the decision-making of Council officers when determining the suitability of proposed changes to shopfront and or building facades in the CBD.

Reference to the Updated Main Street Study will be incorporated into the emerging Precinct-specific chapter of the GM DCP with officers and applicants required to have regard to the

Goulburn CBD Massing Study

The Goulburn CBD Massing Study is a project commissioned by Council and developed by a local architect to identify and evaluate the potential impacts arising from the development of taller buildings in the CBD Core.

This study was tasked with examining the potential impacts of additional building height on 16 test sites to assess overshadowing, impacts on views into and out of the CBD and views to landmarks. The consultant developed a 3D computer model of the existing built form of the CBD Core. This model was then modified with example buildings on 16 test sites to illustrate and evaluate the impacts of overshadowing and views for the following four height ranges:

- 15 metres
- 21 metres
- 27 metres
- 33 metres

The Study, based upon the evaluated impacts, provided recommendations and justifications for potential heights for the 16 test sites, usually within a range, rather than a specific number.

These test sites were chosen to provide a range of sites across the CBD to provide examples of sites in proximity to important landmarks, sites on more elevated areas and less elevated areas and areas which have the potential to create adverse overshadowing impacts. This targeted approach provided an understanding of the various potential impacts arising from increased building height in the CBD. It was important to identify sites for the 3D modelling rather than modelling increased height for the entire CBD to ensure specific impacts could be individually assessed and reviewed. **The chosen test sites do not indicate Council's support for the redevelopment of any given site, nor does it discount any other site not identified for**

potential redevelopment. Any redevelopment proposal would be assessed in accordance with local and state policy and will be assessed on its individual merits.

The recommendations of the CBD Massing Study informed the further refinement of building heights and their application beyond the test sites and across the wider CBD Core discussed further in this report.

Report

The Subject Area

Figure 5 illustrates the overall areas in and around Goulburn CBD subject to the CBD and Surrounds Transformation Project and where tailored changes to the GM LEP and GM DCP are proposed. The Goulburn City Heritage Conservation Area encompasses most of the overall subject site.

Figure 5: Overall Site Boundaries and Heritage Conservation Area overlay



These areas are derived from the broader areas identified for change through the *Urban and Fringe Housing Strategy* and refined through this project. An assessment of the Northern and Southern Gateway Precinct's attributes has been undertaken through the *Analysis of Place* document in **Attachment 3**. This assessment confirmed the locational advantages of the two precincts for medium density residential development including:

- Several large under utilised or derelict lots

- The proximity to the concentration of retail, services, and facilities of the CBD Core.
- The proximity to primary schools
- The relatively easy access to existing public open space
- Available existing bus route
- Relatively high-capacity central road network
- Additional capacity for on-street parking

This analysis confirmed the locational advantages of the two precincts for medium density residential development.

The CBD Core

The CBD Core is a defined area between Sloane Street to the east, Bourke Street to the west, Bradley Street to the north and Clinton Street to the south with Auburn Street running through the centre and serving as the commercial spine of the CBD, illustrated in **Figure 3**.

The CBD Core is currently zoned as E2 Commercial Core which primarily permits commercial and retail development but also includes permissibility for shop top housing and residential flat buildings. The current height of building limit for the entire CBD Core is 15m and includes a Flood Space Ratio of 2:1.

Figure 3: Boundary of CBD Core

The CBD Core serves as the commercial heart of the Goulburn Mulwaree LGA and includes a significant concentration and variety of commercial and public services alongside a range of retail to serve the needs of the population. The CBD Health Check 2023 provides a list of existing uses within the boundaries of the CBD Core accompanied by an illustrative map. The edge of the CBD also includes a train station with direct routes into Sydney, Canberra, and Melbourne.

The CBD Core is the most sustainable location in the local government area and increasing the area's vitality and vibrancy is one of the central aims of this transformational project.

The Northern and Southern Gateway Precincts

The Northern and Southern Gateway precincts are located on the northern and southern edges of the CBD Core as illustrated in **Figure 7** and **Figure 8**.



Currently the precincts have a mix of MU1 Mixed Use and R1 General Residential zoning, alongside a Height of Building limit of 10m in areas closest to the CBD and 8m elsewhere. Only areas zoned as MU1 Mixed use have an accompanying 1.5:1 Floor Space Ratio (FSR) with no FSR applicable elsewhere.

The precincts were derived from the broad investigation areas identified in the *UFHS* (**Figure 3**) because of their proximity and relative walkability to the CBD, its concentration of services and facilities and the availability of vacant and larger lot sizes. This high concentration of services and facilities largely meets a person's day to day needs and reduces the need to travel. These areas are also included due to the presence of some larger lots which better lend themselves to medium density residential development, but also the location of several vacant lots and/or derelict sites where development or redevelopment could lead to an overall enhancement in the quality of the streetscape.

Figure 7: Northern Gateway Precinct Boundary



Figure 8: Southern Gateway Precinct Boundary



The Mixed Use Edge

The Mixed Use Edge wraps around the western and north western boundary of the CBD Core encompassing approximately 10 street blocks as illustrated in **Figure 9**. The area is zoned as MU1 Mixed Use which includes a wide range of commercial, retail and residential permissible land uses including shop top housing and residential flat buildings. The area has a current height of building limit of 10m and a Floor Space Ratio of 1.5:1.

The character of these street blocks varies depending on the distance from the edge of the CBD Core with most commercial uses focused in areas closest to the CBD Core boundary. However, the significant majority of the Mixed Use Edge comprises a low density historic residential character. **Attachment 7** provides a list of existing uses within the boundaries of the Mixed-Use Edge accompanied by an illustrative map.

The current MU1 Mixed use zoning and zone objectives are not considered to appropriately reflect the areas low density historic residential character. This project provides an opportunity to achieve a better balance between heritage character and future growth through bespoke changes to the GM LEP and GM DCP.

Figure 9: Mixed Use Edge Precinct Boundary



Proposed Changes

Proposed Changes to the GM LEP - [CBD Core](#)

The central focus of the CBD Core is retail and service provision which is reflective of its current E2 Commercial Core land use zoning. The current zoning fulfils the function and purpose of the CBD, and this is not proposed to be changed.

The current E2 zone permits both shop top housing, serviced apartments and residential flat buildings with all other residential property types excluded from this central zone. This permissibility enables the provision of apartments within the heart of Goulburn's retail and service centre. However, the development of residential flat buildings is hampered by other controls in both the GM LEP and GM DCP including:

- Active Street Frontages,
- Floor Space Ratio,
- Height of Building controls and objectives
- Parking controls.

Active Street Frontages

Active Street Frontages are the parts of buildings which face a primary street frontage and provide visibility between the street and activity inside the ground floor of a building. Active street frontages are designed to provide visual interest and engagement for the pedestrian and contribute to the area's vibrancy and safety. **Figure 10** illustrates an example of an active and non-active street frontage in Goulburn CBD.

Figure 10: Example of Active & Non-Active Street Frontages in Goulburn CBD



Active street frontages are identified in the [GM LEP - Active Street Frontages Map](#) and include the entirety of Auburn Street and the length of most side streets. Areas identified as Active Street Frontages restrict ground floor use to business and retail uses only.

The currently identified active street frontages are proposed to be revised to more accurately reflect the areas with existing active street frontages. The proposed area has refined the extent of active street frontages to remove areas not serving an active function, whilst maintaining a core of active street frontages along Auburn Street and side streets directly adjacent. Overall, approximately 2.5km of Active Street Frontages are proposed to be retained. The revision of the Active Street Frontages map also provides opportunities for the erection of residential flat buildings in areas not identified as Active Street Frontages.

In addition, the GM LEP clause 7.5 Objective (1)(a) refers to active street frontages applying to both the E2 Commercial Centre and to the MU1 Mixed Use zone. Current and proposed Active Street Frontages do not extend into the existing Mixed Use zone and this reference is proposed to be removed.

Floor Space Ratio

Floor Space Ratio relates to the allowable floor space in relation to the area of a lot. It serves as one measure to control building density by encouraging a balance between built development and open space. However, floor space ratio controls which are too restrictive can lead to higher costs, poor utilisation of land and can stifle development potential.

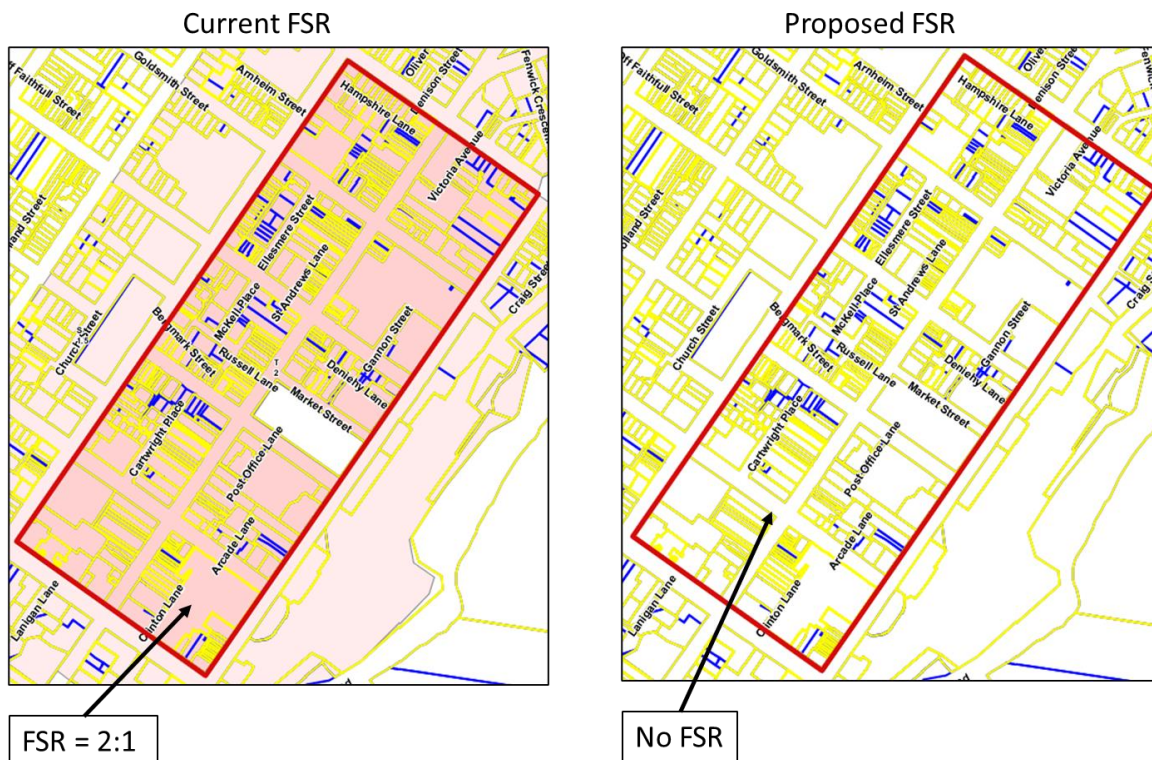
The CBD Core currently has a floor space ratio of 2:1 alongside a height of building limit of 15 metres. These controls have been applied to the area for over 15 years and have not resulted in significant development/redevelopment of areas of the CBD, with no contemporary buildings exceeding 4 storeys in height.

To increase flexibility in development opportunities, incentivise investment and encourage higher density growth within the CBD Core, it is proposed to remove the current 2:1 floor space ratio and

rely on the height of building control, revised GM DCP provisions and the Apartment Design Guide to address density impacts such as bulk and scale, open space, and overall site coverage.

Figure 11 illustrates the current and proposed floor space ratio in the CBD Core.

Figure 11: Current & Proposed Floor Space Ratio in the CBD Core



A larger scale map of the current and proposed Floor Space Ratio is presented in **Attachment 7**.

Height of Building

The GM LEP Height of Building limit is one of the primary levers to encourage greater density. Greater height of building limits incentivises development and provides the opportunity for more floorspace within the CBD Core. This in turn can contribute to vibrant, active streets where people can live, work and be entertained in close proximity.

The GM LEP Height of Building limit is established at 15 metres across the entirety of the CBD Core, this roughly aligns with the ridgeline of the Post Office building (not the tower). As noted above in relation to floor space ratio, the current controls have not resulted in any contemporary development exceeding 4 storeys in the CBD Core.

Increasing the allowable height of buildings in the CBD Core can incentivise and encourage greater building height and density. However, the CBD Core is a Heritage Conservation Area and includes some of Goulburn's most important historic landmarks. It has therefore been vital to seek a balance between increased height of buildings and maintaining the historic fabric and significance of the heart of Goulburn.

To ensure a thorough assessment of potential impacts from an increase in building height, including bulk and massing, a consultant was engaged to prepare the Goulburn CBD Massing Study, as noted above.

The Study, based upon the evaluated impacts, provided recommendations and justifications for potential heights for the 16 test sites, usually within a range, rather than a specific number.

The recommended height of building limits for the test sites were then evaluated by the Strategic Planning Team to apply height of building limits across the CBD based upon the principles underpinning the recommendations of the Study.

The proposed height of building limits for the CBD Core varies depending on where the lot or street block is located to ensure the worst impacts of overshadowing are avoided, views to landmarks are respected and the character of the historic fabric is maintained.

The proposed Height of Building limits have safeguarded the current 2-3 storey character of the streets of the CBD Core through maintaining the current 15m limitation along most frontages. This 15m height limit applies to a depth of 5 metres from the front lot boundary and seeks to ensure the notable rhythm and pattern of development along the historic streets of the CBD is retained in perpetuity.

Height limits have largely increased towards Sloane Street due to the lower elevation and minimal impacts from overshadowing. Height limits have largely been lowered around historic landmarks such as St Peter and Paul's Cathedral, the Post Office and Courthouse, with special consideration given to areas adjacent Belmore Park. Most sight lines to important landmarks follow the line of Goulburn's grid-like street pattern, one notable exception is the view of the Uniting Church spire on the approach to the CBD from Lagoon Street. The more elevated position of Lagoon Street and slight angle to the CBD provides a clear view of the Uniting Church spire as the visitor enters the historic heart of the city. To ensure this important aspect is retained, a viewing corridor, limiting heights of buildings to 15m, has been proposed through the GM LEP Height of building limits and reinforced through the Precinct- specific DCP chapter.

The variable approach to height of building limits is based upon an understanding of the potential impacts of additional bulk and massing resulting from increased building heights, including overshadowing, views to landmarks and views into and out of the CBD. These impacts alongside an appreciation of the areas historic character balanced with the aim of enabling greater residential density have determined the most appropriate height of building limits for the CBD Core.

Attachment 7 illustrates the current and proposed GM LEP Height of Building Limit in the CBD Core.

Attachment 5 provides an annotated version of the proposed CBD Core Height of Building Map.

Proposed Changes to the GM DCP - [CBD Core](#)

The above proposed changes to the GM LEP are supported by the new CBD Chapter of the GM DCP to ensure fine grain detail is considered through the development assessment process. It aims to provide complementary policy controls as summarised below:

- Revised residential and commercial parking requirements which reduce parking for smaller residential units and evening CBD uses;
- Establishes building setbacks which are bespoke to the CBD and assigned by street.
- Identification and safeguarding of Significant Shop Fronts;
- Signage and advertising controls sensitive to the Heritage Conservation Area location
- Noise controls with the onus placed on developers to mitigate existing noise impacts within their design;
- Detailed controls relating to Active Street Frontages to build upon the CBD's vibrant public realm, and

- A visual impact assessment requirement for buildings over 3 storeys to ensure the potential impact of taller buildings on the character of the Conservation Area is appropriately considered. This is in addition to the requirements of the Apartment Design Guide.
- A requirement for a higher ratio of smaller units to larger units for residential flat buildings and manor houses.

A copy of the Draft CBD and Surrounds GM DCP Chapter is presented in **Attachment 1**.

*Proposed Changes to the GM LEP - **Northern & Southern Gateway Precincts***

The prevailing character of the Northern and Southern Gateway Precincts is one of low-density residential development and includes a number of heritage and contributory items. The precincts do however include a few examples of 2 storey residential flat buildings or manor houses. There are several commercial uses interspersed along the central thoroughfares of Lagoon Street, Bradley Street and Clinton Street. The State classified road and historic route into Goulburn, Grafton Street runs along the southeastern boundary of the northern precinct and the State classified road Cowper Street runs along the western edge of the southern precinct.

The proximity of the precincts to the CBD, the capacity of the existing road network, alongside large underutilised lots, derelict sites and existing residential flat buildings, indicate the areas capacity for an increased level of medium density residential development.

A few changes to the GM LEP are proposed to encourage and incentivise the development of medium density housing options such as residential flat buildings. The proposed changes to GM LEP have applied a lot-by-lot approach based upon the heritage significance of a building (or group of buildings). This bespoke approach to zoning aims to safeguard the buildings, spaces, and streetscapes with historic significance from over development whilst encouraging areas with a lesser significance to be redeveloped for medium density housing.

The following amendments to the GM LEP are proposed:

- Land Use Zoning & Zoning objectives
- Introduction of an Additional Local Provision clause
- Height of Building
- Floor Space Ratio
- Minimum Lot Size

Land Use Zoning

The land use zone applied to land largely determines what type of development is permissible as defined by the GM LEP. It is a key planning tool to determine in-principle what is and is not permitted and enables planning to guide the appropriate mix of uses and development types within a given area. The land use zoning of both precincts is predominantly R1 General Residential except for street blocks immediately adjacent the CBD Core which are zoned MU1 Mixed Use.

The proposed land use zoning changes seek to remove the current R1 General Residential and MU1 Mixed use zoning from the Northern and Southern Gateway precincts except for lots lining Clinton Street in the Southern precinct. This will be replaced by a mix of R2 Low Density Residential applied to lots with heritage and contributory items and R3 Medium Density Residential applied to lots unencumbered by heritage constraints.

This approach provides a clear residential focus for the Gateway precincts. It also seeks to reflect and maintain the low-density character of lots with heritage and contributory items and reduce redevelopment pressures whilst focusing the provision of medium density housing in adjacent areas.

Attachment 7 illustrate the proposed land use zoning for the Northern and Southern Gateway Precincts.

Amending the land use zoning of the precincts to a R2 and R3 zone will change what is permitted, largely reducing commercial permissibility's in the MU1 zone. It will in turn provide a greater emphasis on the importance of Goulburn's historic environment whilst directing investment away from commercial development and single-family homes in proximity to the CBD and towards more medium density housing products.

Attachment 15 includes diagrams which aim to summarise the change in permissible uses because of the proposed change in land use zoning.

Introduction of an Additional Local Provision

Whilst the precincts are of a predominant residential character there are a few existing businesses located within the precinct boundaries. A list of all business within the Precincts alongside a map identifying their locations is provided in **Attachment 7**.

The introduction of an Additional Local Provisions clause into the GM LEP seeks to address any loss of permissible uses for existing commercial enterprises both in the Gateway precincts and wider Local Government Area. The provision permits the continued operation of small-scale businesses and enables the use of existing commercial buildings for office premises, business premises, restaurants or cafes and shops within R2 Low Density Residential and R3 Medium Density residential zones. The introduction of this additional clause supplements existing use rights provided under the *Environmental Planning and Assessment Act 1979*, is more permissive and reduces ambiguity.

This clause will apply generally to all R2 and R3 present within the LGA. This will benefit sites with commercial buildings (such as old general stores) in residential areas find an appropriate use whilst providing for site suitability to be considered.

A copy of the proposed additional Local Provisions Clause is presented below:

Part 7 Additional Local Provisions

7.7 Business premises, office premises, restaurants or cafes and shops in residential zones

(1) the objective of this clause are as follows-

- (a) to provide for the continued operation of small-scale business development in residential zones, used in conjunction with dwellings or otherwise,*
- (b) to enable the use of existing commercial buildings for office premises, business premises, restaurants or cafes and shops in residential zones*

(2) This clause applies to the following-

- (a) in Zone R2 Low density residential and Zone R3 Medium Density Residential-development for the purposes of business premises, office premises, restaurants or cafes or shops,*

(3) Development consent must not be granted to development to which this clause applies unless-

- (a) the development relates to a building that existed when this plan commenced and was designed or constructed for the purpose of commercial premises, and*
- (b) the consent authority is satisfied that-*

- (i) the development will not adversely affect the amenity of any residential component of the development and the surrounding locality, and*
- (ii) the intensity of development is suitable for the building, and*
- (iii) the degree of modification of the footprint and façade of the building is consistent with the scale and desired attributes of surrounding development*

Zoning Objectives

Each land use zone within the GM LEP includes a series of objectives which establish the principles and outcomes development in the zone should meet. The residential land use zones in the GM LEP are:

- R1- General Residential
- R2- Low Density Residential
- R3- Medium Density Residential
- R5- Large Lot Residential.

None of the above zoning objectives relate to preserving historic significance. It is proposed to amend the zone objectives of the R2 zone to include one new objective. The additional objective seeks to protect and conserve the historic significance of heritage items and Conservation Areas. This amendment seeks to differentiate between the objectives of the R1 General Residential zone and the R2 Low Density Residential zone and provide a heritage focus for the zone. The revised objectives are presented below with the red text denoting the additional objective:

1 Objectives of R2 Low Density Residential zone

- *To provide for the housing needs of the community within a low density residential environment.*
- *To enable other land uses that provide facilities or services to meet the day to day needs of residents.*
- *To maintain the economic strength of commercial centres by limiting the retailing of food and clothing.*
- *To protect and conserve the historic significance of heritage items and Conservation Areas*

Height of Building

As previously noted, the GM LEP Height of Building limit is one of the primary levers to encourage greater density. However, the less central location, the low-density residential character, the Heritage Conservation Area alongside the significant number of heritage and contributory items in these precincts requires more conservative height limits than the CBD Core.

The current height of building limit in the precincts is established at 8 metres for areas currently zoned R1 General Residential and 10 metres for areas currently zoned MU1 Mixed Use. The low height of building limit serves as a significant constraint to the viability and delivery of medium density housing and fails to recognise the additional capacity the area has for increased residential density.

The low height of building limit can serve to reduce development pressure on buildings with heritage significance, but this is currently applied through a blanket approach regardless of heritage significance.

The proposed Height of Building limits takes a more nuanced, detailed approach which is more reflective of the areas heritage significance whilst encouraging greater height and density in suitable areas.

The proposed Height of Building approach in the Northern and Southern Gateway precincts is based upon whether a lot includes a heritage or contributory item. The proposed approach is summarised in [Table 2](#) below:

Table 2: Height of Building approach summary- Gateway Precincts

HOB Limit	Land Use Zone	Height of Building Limit Categories
8m	R2	Heritage & Contributory Items <i>Seeks to reflect the existing built form of those lots</i>
10m	R2	Transitions- Lots adjacent (side by side) a Heritage or Contributory Item <i>To provide a transition with adjacent heritage & avoid their over dominance whilst enabling slightly greater height.</i>
	R3	
15m	R3	Additional Height Lots <i>Areas considered suitable for greater height & density.</i>
	MU1	

This more variable approach to height limits seeks to balance increased height and density with the character of heritage items and the Conservation Area more generally. It is based upon a detailed understanding of the area and its characteristics as presented in the Northern and Southern Gateway Character Assessments.

Attachment 7 illustrates the current and proposed GM LEP Height of Building Maps.

Floor Space Ratio

As previously noted, Floor Space Ratio relates to the allowable floor space in relation to the area of a lot and serves as one measure to control building density.

The Northern and Southern Gateway precincts currently have a floor space ratio based upon their current zoning. The current Floor Space Ratio for areas zoned MU1 Mixed use is 1.5:1 (allowable floor space is 150% of the site area) with no applicable limit applied to areas zoned R1 General Residential.

The current approach restricts floor space in the Mixed-Use zone but applies no restriction in all other areas of the precincts, including areas with a concentration of heritage and contributory items. The current approach is not considered to have appropriate regard to the historic character and significance of heritage items and the Conservation Area.

The proposed approach seeks to better reflect the historic significance of heritage items and the Conservation Area whilst enabling greater flexibility and density. Proposed floor space ratios have been based upon lot characteristics, particularly whether a lot includes a heritage or contributory item. The approach is summarised in **Table 3** below:

Table 3: Floor Space Ratio approach summary- Gateway Precincts

FSR	Land Use Zone	Floor Space Ratio Categories
0.5:1	R2	Heritage Items <i>Seeks to reflect the existing built form and density of these lots</i>
0.8:1	R2	Contributory Items <i>To provide a density transition & avoid over development</i>
None applicable	R3	Additional Density Lots <i>Areas considered suitable for greater height & density.</i>
	MU1	

A detailed survey of every individual lot within the precinct's has been undertaken to provide a basis for understanding lot dimensions, current zonings, site coverage and approximate floor space ratio's. This survey is included within the *Analysis of Place* document in **Attachment 3**.

It was through this understanding of the areas scale, massing and density that underpins the proposed floor space ratio's for Heritage items. The majority of Heritage items, particularly those on smaller lots, demonstrated a floor space ratio of approximately 0.5:1, reflecting the low-density character of heritage items within the City Conservation Area. Based upon the existing character of heritage items in the precinct, a floor space ratio of 0.5:1 (allowable floor space is 50% of the lot area) is proposed for lots which include listed heritage items.

Contributory items also demonstrated a similar average floor space ratio; however, these properties hold less historical significance than listed heritage items and have greater capacity for some limited additional development. To reflect this balance whilst not facilitating over development, a floor space ratio of 0.8:1 (allowable floor space is 80% the lot area) is proposed. This provides opportunities for some additional development of underutilised lots, particularly the rear of contributory item lots with long rear gardens to assist with increasing density in a sympathetic way.

Lots which have not been identified as heritage or contributory are proposed to have no applicable floor space ratio (this only changes for areas currently zoned MU1). The removal of the floor space ratio applies to all proposed R3 Medium Density Residential zoned areas and remaining MU1 Mixed use areas to provide additional flexibility in design, incentivise investment and redevelopment and encourage medium density growth.

Attachment 7 illustrates the current and proposed GM LEP Floor Space Ratio Map for the Northern and Southern Gateway Precincts.

The proposed approach has provided a floor space ratio to hundreds of heritage and contributory items which currently have no such restriction. It also lifts any existing floor space ratio, where applied, to lots unencumbered by heritage and areas proposed to be zoned R3 Medium Density Residential and MU1 Mixed Use. This is considered a more balanced and locally appropriate approach to the application of a floor space ratio restriction.

Minimum Lot Size

A Minimum Lot Size restricts the ability of a lot to be subdivided into parcels beyond a prescribed size. The minimum lot size restriction applied to the majority of residential Goulburn is 700m², although smaller lots can be achieved through other planning mechanisms.

Generally both precincts have a minimum lot size of 700m² which corresponds with its current R1 General Residential zone. Areas currently zoned MU1 Mixed use have no applicable minimum floor space ratio.

A significant number of heritage and contributory items within the precincts demonstrate existing lot sizes below the current 700m² limit, preventing further subdivision. More contemporary developments in the precinct have demonstrated layouts with lots at 150m² (albeit via Strata or Community title). Intermingled with these smaller lots are pockets of relatively large lots or groups of lots which are under-utilised and suitable for redevelopment to medium density housing options.

The proposed approach seeks to only apply a minimum lot size restriction to heritage and contributory items with all other areas (areas zoned R3 Medium Density Residential) having no minimum lot size applied. A 700m² minimum lot size is proposed for heritage and contributory items to reduce pressure for subdivision and maintain the current historical lot pattern. It is important to note that the R3 zone does not permit separate dwellings i.e., single dwelling houses.

The removal of the minimum lot size elsewhere seeks to reduce restrictions and provide for innovation, increase affordability, provide greater opportunities for smaller dwellings, and create a more attractive environment to encourage redevelopment to higher densities.

Attachment 7 illustrates the current and proposed GM LEP Minimum Lot Size Map for the Northern and Southern Gateway Precincts.

*Proposed Changes to the GM DCP - **Northern & Southern Gateway Precincts***

The above proposed changes to the GM LEP are supported by the new Precinct Chapter of the GM DCP to ensure fine grain detail is considered through the development assessment process.

The policy provisions within this chapter and the wider DCP are considered particularly important to ensure the right balance between heritage and growth, particularly in areas where some GM LEP restrictions have been eased.

The Chapter aims to provide complementary policy controls as summarised below:

- Provides both existing and desired future character statements to provide context and guide future development.
- Tailored residential parking requirements which incentivise the development of smaller residential units and reflect the Conservation Areas historic character.
- Bespoke building setbacks and materials schedule based upon on an exhaustive place-based assessment.
- Private and communal open space standards which seek to balance required residential amenity with historic character and the objective to increase residential density.
- The application of minimum lot size requirements for certain dwelling types to incentivise development towards residential flat buildings and manor houses.
- Design guidance in relation to fencing, landscaping, public domain interface, solar access, storage and outbuildings.

A copy of the Draft Gateway Precinct Chapter for the GM DCP is presented in **Attachment 1**.

*Proposed Changes to the GM LEP - **Mixed Use Edge***

As identified in **Figure 9** the Mixed Use Edge is located on the western and north western boundary of the CBD Core.

The Councils strategic planning documents encourage and seek to increase residential density within and in proximity to the CBD but also seeks to balance growth with maintaining Goulburn's heritage character and strong sense of place. Maintaining the heritage character of Goulburn was identified as one the central themes emerging from consultation on the *Urban and Fringe Housing Strategy*.

The current MU1 Mixed use zoning which applies across the area is highly permissive which alongside its proximity to the CBD can place development pressures on this historic area.

The Mixed Use Edge is predominantly of an historic low density residential character which is not currently reflected through the areas current zoning or zoning objectives.

A number of changes to the GM LEP are proposed to better reflect the historic low density residential character of the Mixed Use Edge through an R2 zoning, whilst still providing a mixed

use zoning for the concentration of existing commercial enterprises operating along central routes through maintaining the MU1 zone.

The following amendments to the GM LEP are proposed:

- Land Use Zoning & Zoning objectives
- Floor Space Ratio
- Minimum Lot Size
- Height of Building

Land Use Zoning

As previously noted, the land use zone applied to land largely determines what type of development is permissible as defined the GM LEP and can significantly influence the character of an area.

Whilst the entire Mixed Use Edge is zoned as MU1 Mixed Use (**Figure 9**), the prevailing character of the area is one of low density historic residential character. The area includes a high concentration of heritage and contributory items and provides the visual backdrop from the western side of the CBD Core but also to St Saviours Cathedral.

The area includes a relatively small number of commercial enterprises which are mapped and listed within **Attachment 7**. These are primarily focused directly along the central routes of Bourke Street, Clinton Street and Bradley Street.

The current zoning approach is not considered the most appropriate to safeguard the low density, historic residential character on the edge of the CBD Core and in proximity to an important historical landmark. The permissive MU1 zoning encourages the redevelopment of residential lots within the Heritage Conservation Area to a range of alternative non-residential uses.

The proposed approach to zoning seeks to retain the commercial mixed use function lining Bourke Street, Clinton Street and Bradley Street whilst rezoning adjacent areas to reflect the existing historic low density residential character. This approach will also sit alongside other development pathways available for small-scale commercial uses in residential zones such as home occupations and home businesses.

The lots lining the central routes with existing commercial development are proposed to retain their MU1 Mixed Use zoning. All other areas currently zoned MU1 within the Mixed Use edge are proposed to be rezoned to R2 Low Density Residential to more appropriately reflect the areas current and future desired low density character.

Attachment 7 illustrates the current and proposed GM LEP Land Use Zoning Map for the Mixed Use Edge.

Zone Objective

Amending the land use zone objective for the R2 Low Density Residential Zone has been previously addressed earlier in this report. This amendment would apply to all areas proposed to be zoned R2 Low Density Residential, including the changes to the Mixed Use Edge.

Introduction of an Additional Local Provision

Whilst the precincts are of a predominant residential character there are several existing businesses located within the precinct boundaries which may fall outside of the retained MU1

zoning. A list of all business within the Precincts alongside a map identifying their locations is provided in **Attachment 16**.

As addressed earlier in this report, the introduction of an Additional Local Provisions clause into the GM LEP which addresses any loss of permissible uses for a range of existing commercial enterprises is proposed. The aim is to prevent any adverse effects to existing commercial operators because of amendments to land use zoning.

Floor Space Ratio

As previously noted, Floor Space Ratio relates to the allowable floor space in relation to the area of a lot and serves as one measure to control building density.

The Mixed-Use Edge currently has a blanket floor space ratio of 1.5:1 (allowable floor space is 150% the lot area) which is applied regardless of character or heritage significance. This blanket approach is not considered the most appropriate method to safeguard the low density historic residential character of the Mixed Use Edge.

As explained earlier in this report under changes to the Northern and Southern Gateway Precincts, the *Analysis of Place* document (**Attachment 3**) provided an understanding of the general built form and lot characteristics in the project area. This confirmed an average floor space ratio of approximately 0.5:1 for heritage items with contributory items also demonstrating a similar average floor space ratio.

Based upon the existing character of heritage items in the precinct, a floor space ratio of 0.5:1 (allowable floor space is 50% of the lot area) is proposed for lots which include listed Heritage Items. Lots which include Contributory Items are proposed to have a floor space ratio of 0.8:1 (allowable floor space is 80% of the lot area) which reflects their greater capacity for change. This seeks to apply a tailored approach to areas of heritage significance which reflect and seek to maintain their existing low-density character and mirrors the approach applied to the Northern and Southern Gateway Precincts.

This reduction in allowable floor space ratio for heritage and contributory item lots is balanced with the retention of the existing Floor Space Ratio of 1.5:1 for all other lots unencumbered by heritage. Retaining the current floor space ratio for lots without heritage significance would apply to both the retained MU1 Mixed use zone and the proposed R2 Low Density Residential zone.

The approach to Floor Space Ratio for the Mixed Use Edge is summarised in **Table 4** below:

Table 4: Proposed approach to Floor Space Ratio Summary- Mixed Use Edge

FSR	Land Use Zone	Floor Space Ratio Categories
0.5:1	R2	Heritage Items <i>Seeks to reflect the existing built form and density of these lots</i>
	MU1	
0.8:1	R2	Contributory Items <i>To provide a density transition & avoid over development</i>
	MU1	
1.5:1	R2	Additional Density Lots <i>Areas without heritage significance considered suitable for greater density.</i>
	MU1	

This approach seeks to apply a floor space ratio based upon an item's heritage significance and contribution to the Conservation Area, rather than just accompanying a blanket zoning approach.

A copy of the proposed Floor Space Ratio controls for the Mixed Use Edge are presented in **Attachment 7**.

Height of Building

As previously noted, the area includes a high concentration of heritage and contributory items and provides the visual backdrop from the western side of the CBD Core and frames St Saviours Cathedral. Parts of the Mixed Use Edge are particularly sensitive to additional building height due to their elevated position above the CBD Core.

The current Height of Building limit for the area is a blanket 10 metres which largely reflects the more low-rise, low-density historic character and sensitive position of the Mixed Use Edge.

The current height limit reflects the height of building limit proposed for contributory items in the Northern and Southern Gateway precincts. However, lots with heritage listed items in these precincts are proposed to have an 8m height of building limit to maintain the low-rise character of these lots and ensure heritage items are not visually dominated by new development on the lot.

The principal aim of the proposed changes to the Mixed Use Edge is to better reflect the historic low density residential character and balance this alongside increased densities in both the CBD Core and Northern and Southern Gateway Precincts.

As such an 8m height of building limit is proposed for lots with heritage items in the Mixed Use Edge to correspond to the adjacent Northern and Southern Gateway Precincts. All other lots within the Mixed Use edge, including those with contributory items are proposed to retain their current 10m height of building limit.

This revised approach is a small refinement on the existing height of building controls which alongside proposed changes to the Land Use zoning and Floor Space Ratio seek to better reflect the areas historic low-rise residential character.

Attachment 7 illustrates the current and proposed GM LEP Height of Building Map for the Mixed Use Edge.

Minimum Floor Space

As previously noted, a Minimum Lot Size restricts the ability of a lot to be subdivided into parcels beyond a prescribed size. The minimum lot size restriction applied to the majority of residential Goulburn is 700m², although smaller lots can be achieved through other planning mechanisms.

The Mixed Use Edge currently has no applicable Minimum Lot Size which is reflective of its current MU1 Mixed Use zoning. This enables lots to be further divided into smaller parcels, including heritage and contributory items. Most residential lots in this historic area, particularly heritage and contributory item lots, are under 700 square metres in size. Additional subdivision of this already finely grained area is unlikely to enhance the character of this part of the Heritage Conservation Area.

In response, the proposed approach seeks to apply a 700m² Minimum Lot Size to all lots proposed to be rezoned to R2 Low Density Residential. This is more reflective of the desire to maintain the current residential character and reduce opportunities for further subdivision, particularly of heritage and contributory items in the Mixed Use Edge.

Areas along the central routes which are proposed to retain their current Mixed Use zoning will have no change applied to their current minimum lot size.

Attachment 7 illustrates the current and proposed GM LEP Minimum Lot Size Map for the Mixed Use Edge.

Proposed Changes to the GM DCP - *Mixed Use Edge*

The changes to the GM LEP controls proposed for the Mixed Use edge above are tailored to reduce development pressures and better reflect the low-rise, low density historic residential character of this part of the Heritage Conservation Area. This reduced flexibility in the Mixed Use Edge is balanced alongside the increased flexibility afforded to the CBD Core and Northern and Southern Gateway Precincts where greater residential density is sought.

As a result of the proposed changes to the GM LEP controls for land use zoning, floor space ratio, height of building and minimum lot size, little change to the built form is anticipated. Despite this the General policy controls within the Precinct DCP Chapter also apply to the Mixed Use Edge. In addition, the area is within the Goulburn City Conservation Area and development controls around maintaining heritage significance are also addressed by the current GM DCP Heritage Chapter.

Special Entertainment Precinct

The CBD and Surrounds Transformation Project is Stage 1 of a two-stage process to assist in meeting the strategic objectives to enliven the CBD in the day and evening. The focus of the first stage is to facilitate greater residential density in and around the CBD to increase footfall and activity.

The focus of the second stage is to foster a flexible policy environment which encourages greater diversity in evening entertainment and dining options in the CBD. Stage 2 of the project is at the very early conceptual phase with the potential application of a Special Entertainment Precinct designation being applied to the CBD currently being considered.

A Special Entertainment Precinct is an area designated in the GM LEP for its concentration of live music and entertainment venues where allowable external and internal sound levels are established. The designation allows for extended trading hours for live music venues. It also provides certainty for business owners and current and future residents as to acceptable sound limits and reinforces the area as a focus for live music and entertainment.

A Special Entertainment Precinct is part of the NSW Government's 24-hour Economy Vibrancy Reforms and further information can be found using the following link: <https://www.nsw.gov.au/business-and-economy/24-hour-economy/vibrancy-reforms>

Constraints

The Analysis of Place document identifies that the transformation area is subject to limited constraints. The primary issues are identified as potential flood inundation during the worst flood events and potential land contamination from previously historic contaminating land uses. It is also considered that additional proposed residential capacity and associated traffic generation could require further analysis through a Traffic Impact Assessment.

Flooding

The Mulwaree River runs in proximity to the western boundary of the CBD Core and has historically served as a boundary to the CBD. This proximity results in areas of riverine flood

inundation encompassing parts of the CBD Core, and Gateway precincts to vary extents depending on the severity of the event. The more elevated position of the majority of the Mixed Use edge prevents riverine flooding during all possible flood events with the exception of one street block.

The [Goulburn Flood Risk Management Study and Plan \(2022\)](#) has identified and mapped the extent of flood inundation over the project area with details on flood inundation levels and durations during different flood events provided.

Figure 12 illustrates the extent of the 1% Annual Exceedance Probability (AEP) (1 in 100 yrs) and the worst possible Probable Maximum Flood (PMF) extent in relation to the project area.

The extent of flood inundation during a 1% event does not extend to the boundaries of the project area and would remain flood free during the most frequent flood events.

Flood inundation starts to encroach into the boundaries of the CBD Core and Northern Gateway precinct during rarer 0.2% AEP (1 in 500yr) and 0.05% AEP (1 in 2000yr) flood events but with minimal depths and velocities.

The project area only becomes heavily affected by riverine flood inundation during the worst possible PMF event as illustrated **Figure 12**.

Figure 12: PMF Flood inundation extent, depth and duration CBD & Gateway Precinct Map

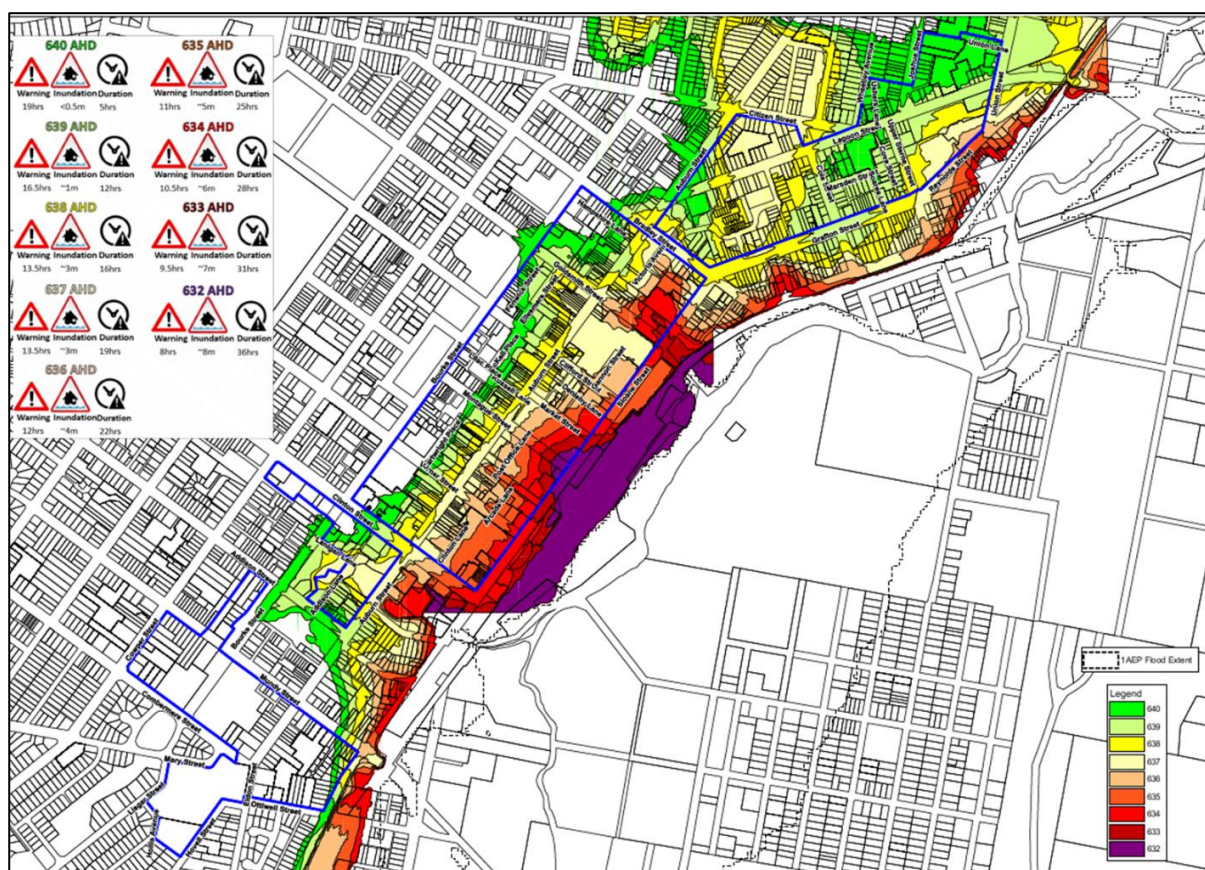


Figure 12 illustrates the progression in the extent of flood inundation over the course of a PMF event, its relative depths and duration of inundation, alongside approximate warning times. Warning times of potential flood inundation vary between 8 hours closer to the river to a maximum of 19 hours on more elevated areas. Flood waters rise approximately 1m every 90 minutes during this very rare event. The depths of flood water also vary depending on the elevation and proximity to the river. Areas on the fringe identified in green in **Figure 12** would expect flood levels of less than 50cm whereas areas along Sloane Street would experience depths of approximately 8

metres. The duration of flood inundation reflects the varying depths of flood waters with a range of between 5 hours to 36 hours for the worst affected, low lying areas.

The project area is only significantly affected by the effects of flooding during the worst possible PMF event which has a statistically negligible probability of occurring. Despite this, Ministerial Direction 4.1- Flooding, requires proposals for rezoning to demonstrate consistency with the Flood policy, Flood Risk Manual and Toolkit. These documents and Direction 4.1 require consideration of the safe occupation and efficient evacuation of residents during the full range of flood events including the Probable Maximum Flood event with any rezoning proposal.

Whilst the majority of the project area would be either flood free or inundated to relatively low levels during a PMF event, the flood levels indicate many current 2 to 3 storey buildings closer to the river would become inundated.

The CBD and Surrounds Transformation Project is seeking to rezone areas for greater residential density which, in the rarest case, could become inundated by flood waters to a depth up to 8 metres. As such current State policy requirements dictate specific consideration must be given in a rezoning planning proposal for the safe occupation and efficient evacuation of residents during a PMF event.

This is most appropriately addressed through a Flood Impact and Risk Assessment which is prepared by a suitably qualified flood specialist.

The preparation of the FIRA is anticipated to be on-going during the preparation of the planning proposal report. A completed FIRA will then accompany the Report to Council for final endorsement to proceed to a Gateway Determination.

Contamination

The Transformation area, particularly around the historic routes into Goulburn, are some of the oldest parts of the city, with a range of historic land uses. There are a number of historic land uses which have the potential to result in land contamination such as service stations and car repair facilities amongst others.

The Analysis of Place document identifies a total of 12 potentially contaminated sites in the Northern Gateway Precinct, 7 in the Southern Gateway precinct and approximately 25 in the CBD Core.

Potential land contamination is proposed to be addressed through a general policy in the emerging new format GM DCP which stipulates the process and general requirements for managing the development assessment process. In addition, the precinct-specific chapter will require all proposals in the CBD involving a residential component to submit a supporting Preliminary Site Investigation report (and further, more detailed reports if required) to determine whether the site is contaminated, the extent, and suitable recommendations measures where applicable. The Precinct-specific DCP chapter explicitly identifies all potentially contaminated sites (based on previously known potential contaminating land uses) and requires the submission of a contamination report for all proposals involving a change of use to residential in the gateway precincts.

This approach ensures the land upon which a residential proposal is sought is suitable for its proposed use in accordance with the *Managing Land Contamination Guidelines*.

Traffic Impact Assessment

The proposed amendments to land use zoning, height of building, floor space ratio and minimum lot size in the CBD Core and Gateway Precincts are tailored to facilitate greater residential density. Planning controls are however only one consideration by the development and finance industry and the amended controls in no way guarantee additional density will be delivered on the ground.

The current proposed approach is to request a Traffic Impact Assessment with each development application for shop top housing and residential flat buildings (and any other significantly traffic generating development). These assessments will ensure the site-specific impacts from a detailed development proposal are assessed individually to ensure appropriate avoidance and mitigation are applied where relevant.

This approach may not be considered sufficient by Transport for NSW or the Department of Planning, Housing and Infrastructure (DPHI) and a Traffic Impact Assessment maybe required in support of the planning process. The need for and the scope of a Traffic Impact Assessment will be discussed in greater detail through the initial stages of the planning proposal process.

Consultation

Engagement so far

Through the development of the initial proposed changes to the GM LEP and GM DCP and the preparation of the above-mentioned supporting evidence some early engagement has been undertaken as follows:

Presentation of the draft proposed changes to DPHI

The City of Goulburn is identified as a strategic centre in both the current and emerging South East and Tablelands Regional Plans. Council's approach is considered consistent with the approach to Strategic centres.

A presentation was provided by the Council's Senior Strategic Planner on 12th May 2023 to Senior staff at DPHI. The presentation outlined the proposed change in GM LEP and GM DCP controls, alongside outlining evidence gathered to date.

The response was positive with the principle of the controls supported but further work on justifying the change in building height was suggested.

In response, Council commissioned the Goulburn CBD Massing Study to provide background supporting evidence and recommendations for appropriate height of building limits.

Early stakeholder and community engagement and engagement with the Aboriginal Community were also identified as requirements for the proposal of this scale.

An initial community survey on the principle of the proposed changes has been made available to the community with further explanation provided below. Engagement with the Aboriginal community will also be undertaken through the planning proposal process.

Presentation of supporting evidence - Goulburn Heritage Group

A presentation was provided by Council's Senior Strategic Planner on 6 July 2023 to six members of the Goulburn Heritage Group to outline the evidence produced to achieve the balance between safeguarding heritage and increasing density. This included an introduction to the Conservation Catalogue, the Gateway Character Assessments, the Building Era Mapping, the Materials Schedule, the Main Street Study update, and the CBD Massing Study.

The presentation was designed to introduce the Heritage Group to the background works and request their advice and assistance on refinement of the collated evidence.

A further meeting was held on 20th July 2023 with the Heritage group to organise how they could most effectively contribute. A draft version of the Conservation Catalogue and the Gateway Character Assessments were provided to the group for their review and comment.

Annotated versions of these documents were returned in December 2023 which included additional historic detail on many properties within the Conservation Area including details on architects, builders, cost, previous owner or occupant. These details are considered to significantly enrich the project. The Group also identified errors, omissions and made comment on whether a property should be considered contributory.

The group considered an additional 130 contributory items were suitable for contributory listing. The proposed additions were reviewed by Council's Heritage Consultant with a total of 33 additional contributory items included from the original 130 proposed.

The Heritage Group also reviewed the Residential Heritage Colour Guide in March 2024 and generally supported the document. The Group commented that the document should be simpler and dark roof colours should be discouraged due to heat gain. Council officers have carefully balanced the desire for simplicity with the need for sufficient detail and further simplification would serve to omit important and relevant information. The need for climate mitigations through design is recognised and encouraged. However, whilst darker roofs can lead to greater building heat gain, these can be offset through other heat mitigation measures. Where darker roofs are more historically appropriate, as prescribed by the Heritage Colour Guide, these should be deployed to ensure the historical significance and streetscape appeal of heritage items and Heritage Conservation Areas are retained.

Presentation of the draft proposed changes to Development Assessment Officers

A presentation was provided by Council's Senior Strategic Planner on 9th August 2023 to the Development Assessment Team to introduce proposed changes to the GM LEP to assist in the delivery of greater density. A summary of the comments are provided below:

- Consideration of utilising developer contributions as a mechanism to incentivise the delivery of smaller units.
- Careful consideration of parking required to balance parking need and the desire for increased density.
- Important to maintain prominent sightlines when increasing building height.
- Access to public open space must be considered.
- The potential for a market feasibility assessment which examines potential developer profitability based upon the proposed controls should be explored.
- The management of land use conflict, particularly sound related issues must be addressed.

Presentation of the draft proposed changes to Councillors

A presentation was provided by Council's Senior Strategic Planner on 3rd October 2023 to Councillors to introduce proposed changes to the GM LEP and GM DCP, alongside evidence prepared to date. This presentation also related to the State governments wider vibrancy reforms and how they could apply to Stage 2 of the CBD and Surrounds Transformation Project. This included the potential for the introduction of a Special Entertainment Precinct to encourage live music and entertainment within Goulburn CBD. Special Entertainment Precincts are a new planning mechanism and State government guidance and assistance is scheduled for later this year.

Councillors were generally supportive of the principle of the changes and reinforced the importance and benefits of establishing a Special Entertainment Precinct as soon as reasonably practicable.

Strategic planning is currently awaiting the scheduled State guidance on Special Entertainment Precincts before making substantial progress toward establishing the designation.

Initial Community Survey - April/May 2024

An initial community survey titled *Have Your Say- The CBD and Surrounds Transformation project* was published on 26 March 2024 with the survey closing at 5pm on Friday 3 May 2024.

The survey was in electronic format and presented 11 survey questions to provide an insight into what the community of Goulburn consider important in relation to the four following themes:

- A Diversity of Housing Types
- Density in the City
- Achieving Greater Affordability, and
- Maintaining a Balance

The survey was placed on Council's website, Staff intranet and an email sent to the Planning Stakeholder list inviting comment on the survey.

The *Your Say* page received 308 visits with a maximum of 70 visitors on a single day with a total of 53 complete online surveys and 2 directly emailed comments.

The following lists the questions and a summary of the responses presented in the survey:

1. *Do you agree or disagree with the following statement: You or someone you know would benefit from smaller 1 or 2 bedroom accommodation?*

Most respondents agreed that they or someone they know would benefit from smaller accommodation at over 71% with 24% considering they or someone they know would not benefit from smaller accommodation.

2. *On a scale of 1 to 5 how important is providing a mix of housing types in Goulburn?*

Over 67% of respondents considered the provision of a mix of housing types to be very important or extremely important with 3 respondents answering not important at all. This question was also accompanied by written comments summarised under '*Additional Comments*'.

3. *Do you think that Goulburn CBD could accommodate taller buildings?*

Most respondents at over 66% agreed that Goulburn CBD could accommodate taller buildings but a substantial 30% considered that the CBD could not accommodate taller buildings.

4. *What would you consider a suitable height of building limit for buildings in Goulburn CBD- 3-4 storeys, 5-6 storeys, 7-8 storeys, 9-10 storeys, 11-12 storeys, 14-15 storeys or 16+ storeys.*

There was a varied response to what height limit would be considered suitable in Goulburn CBD. Answers ranged from 3-4 storeys up to the maximum 16+ but these were the minority. Most responders at 54% considered Goulburn CBD could accommodate 3-4 storeys. This result contradicts that of the previous question where most respondents agreed the CBD could accommodate taller buildings. The current CBD height limit is 3-4 storeys with many existing buildings demonstrating this height limit. This inconsistency maybe due to a lack of a reference point to existing building height in the CBD within the survey. This question was also accompanied by written comments summarised under 'Additional Comments'.

5. *Do you think areas directly adjacent Goulburn CBD could accommodate taller buildings?*

Like question 3, over 69% of respondents agreed that areas directly adjacent Goulburn CBD could also accommodate taller buildings.

6. *Have you or someone you know struggled to buy a property in Goulburn due to rising property prices?*

Respondents generally confirmed that they or someone they know has struggled to buy a property in Goulburn due to rising property prices at over 64%. This is countered by 30% of respondents who didn't consider that they or someone they know has struggled to buy a property in Goulburn due to rising property prices. This question was also accompanied by written comments summarised under 'Additional Comments'.

7. *Do you live in a property in Goulburn which has more bedrooms than your current needs?*

The majority of respondents at over 71% considered that they did not have more bedrooms than their current needs. This question is considered more emotive than the others and open to interpretation with spare bedrooms potentially considered to be needed by the respondent, even if not occupied fully.

8. *On a scale of 1 to 5 how important is maintaining Goulburn's Heritage?*

Over 79% of respondents considered that maintaining Goulburn's heritage was extremely or very important which highlights the value heritage holds for the local community.

9. *Do you think that Auburn Street's commercial shop fronts should be retained for retail and commercial uses?*

Most respondents at over 71% considered Auburn Street's shop fronts should be retained for retail and commercial uses with 10 responses identifying they should not be retained.

10. *On a scale of 1 to 5 how important is maintaining the continuous row of shop fronts along Auburn Street?*

Maintaining the continuous row of shop fronts along Auburn Street was identified as important (to varying degrees) by most respondents. 47% considered it extremely important, 15% as very important and 26% as moderately important.

11. Would you or someone you know consider moving in or around Goulburn CBD if accommodation of a suitable size and price became available?

This concluding question attempts to reveal support for the principle of residential development in and around Goulburn CBD should the right type of accommodation at the right price be available. Over 77% of respondents agreed that they or someone they know would consider moving in or around Goulburn CBD for the right type of property.

Additional comments:

- Reduce retail zoning in the CBD and along Auburn Street. This will in turn provide the opportunity for higher residential land values and serves to locate residents within a convenient walking distance of the shopping malls.
- Regional towns need to go up but accompanied by safeguards in environmental design.
- Energy efficiency, the urban heat island effect, stormwater, and community open space require consideration alongside suitable native planting and wildlife corridors to foster urban biodiversity.
- Housing diversity is important to retain and attract young people and young professionals, provide housing choice, reduce competition, address changing demographics, and assist in providing more affordable accommodation.
- It is important to ensure new buildings include high quality design (with sustainable construction, green space and off-street parking) which is sympathetic to the areas historic character. General support for 3-4 storey height limit with a suggestion for 5-6 storeys at landmark sites.
- A number of concerns raised in relation to the provision of taller buildings including:
 - Overshadowing.
 - loss of Goulburn's country charm.
 - impact on views.
 - visual domination.
 - taller development should be confined to the CBD.
 - taller development should be limited to outside the heritage conservation area and the current height restriction in the CBD retained.
 - high rise buildings not suitable.
 - not all sites will be appropriate for tall buildings.
- Many causes of housing unaffordability are beyond Council's control.
- The GPAC is a great example of blending new architecture with heritage to revitalise existing buildings.
- Housing should be provided above shops.
- Sydney units are ugly and should not be replicated in a historical country town.

Overall, the responses indicate a general level of support for the four themes of the project. Most respondents identified they (or someone they know) would benefit from smaller accommodation and that a mix of housing is important. Most respondents thought both the CBD and surrounds could accommodate taller buildings but most identified that the current height limit of 3-4 storeys

would be most suitable. A slight majority knew someone who struggled to buy a property in Goulburn due to rising property prices, but most people consider the number of bedrooms in their home suited to their needs. Maintaining Goulburn's heritage significance was of particular importance to respondents. Retaining the commercial and retail operation of the CBD and Auburn Street and the continuous row of shop fronts was favored by most respondents.

A copy of the Survey Response Report summary is presented in **Attachment 8** which includes an analysis of survey responses and comments made.

Future Engagement

The CBD and Surrounds Transformation Project has already started the engagement process with further stages of consultation required as part of the statutory planning proposal process as follows:

- **Engagement with State Agencies**, Stakeholders and representatives of the Aboriginal community based upon the content of this report and associated attachments. This aims to identify and resolve any high-level issues which may serve as an impediment to the progression of a planning proposal. It provides opportunity for change and refinement based upon agency and stakeholder advice.
- **Report to Council** to endorse the submission of the final draft suite of evidence, draft GM DCP and Draft GM LEP controls alongside the complete draft planning proposal report and any additional supporting technical evidence required for Gateway determination.
- **Post Gateway consultation** with all agencies prescribed through the Gateway Determination. This provides State agencies such as Water NSW and the Rural Fire Service an opportunity to look at the proposed changes in detail and provide tailored advice and recommendations for improvement. They may also request additional supporting studies which can slow the process considerably.
- **Public Exhibition** is a minimum 28 day public consultation period in which all those affected by the proposed changes are invited to provide comment. This always involves placing the planning proposal report and associated documents onto the Council's website for public scrutiny.

Due to the scope and scale of the proposed changes and the range of stakeholders, a wider consultation approach is proposed for this project. An exhibition is proposed for the Council- Civic Centre foyer which will present the proposed changes to zoning, heights of building, floor space ratio etc. through maps and visual displays. This exhibition will be accessible to the public during council operating hours and provides the public an opportunity to review supporting evidence or ask officers relevant questions.

- **Report to Council** to present the findings of the public exhibition and engagement with state agencies, stakeholders, and the Aboriginal community. Subsequent amendments will be reported to council and final endorsement of the amended planning proposal report and finalised GM DCP chapters and supporting evidence will be sought.

Conclusion

The CBD and Surrounds Transformation project seeks to address several of the challenges, aims, objectives, planning principles and actions within the Council's overarching strategic documents including the LSPS and UFHS. The project area builds upon and refines the locations identified for medium density housing in the UFHS whilst balancing the impacts of increased density, particularly relating to heritage significance, and facilitating greater footfall and vibrancy on the streets of the CBD.

In Stage 1, this is proposed to be achieved through changes to the GM LEP to encourage greater building height and density with impacts addressed through detailed controls in the emerging GM DCP chapters.

The proposed changes to the GM LEP include the following:

- Revision to the GM LEP Active Street Frontages Map
- Revision of Active Street Frontages objectives to remove reference to the MU1 Mixed Use Zone
- The insertion of an Additional Local Provisions clause to address a potential loss of permissible land uses as a result of land use zoning changes
- Introduction of an additional objective to the R2 Low Density zone in relation to heritage preservation.
- Proposed Land Use Zoning (Table 5):

Table 5: GM LEP Land Use Zone Change Summary Table

CBD Core	No change
Gateway Precincts	R2 Low Density- Lots including Heritage & Contributory items
Mixed Use Edge	R2 Low Density- areas with an historic residential character MU1 Mixed Use- Areas with a genuine mix of commercial premises

- Proposed Height of Building Limits (Table 6):

Table 6: GM LEP Height of Building Limits Change Summary Table

CBD Core	Variable Height limit ranging between 15m and 33m depending on the location within the CBD and the relationship with heritage items and landmarks.
Gateway Precincts	8m- Lots including Heritage & Contributory items. 10m- Transitional lots adjacent Heritage & Contributory items 15m- Additional height lots unencumbered by heritage
Mixed Use Edge	8m- Lots including Heritage items. 10m- all other lots

- Proposed Floor Space Ratio Limits (Table 7):

Table 7: GM LEP Floor Space Ratio Change Summary Table

CBD Core	No applicable FSR
Gateway Precincts	0.5:1- Lots including Heritage items 0.8:1- Lots including Contributory items No applicable FSR for lots unencumbered by heritage
Mixed Use Edge	0.5:1- Lots including Heritage items 0.8:1- Lots including Contributory items 1.5:1- Lots unencumbered by heritage

- Proposed Minimum Lot Size (Table 8):

Table 8: GM LEP Minimum Lot Size Change Summary Table

CBD Core	No applicable MLS
Gateway Precincts	700m ² - Lots including Heritage & Contributory items. No applicable MLS for lots unencumbered by heritage
Mixed Use Edge	700m ² - R2 Low Density zoned lots. No applicable MLS for MU1 zoned lots

The proposed changes to the GM LEP involve the creation of a precinct-specific chapter for the emerging new format Development Control Plan, namely the CBD and Surrounds Precinct DCP chapter. The new DCP chapter will include the following provisions:

- Current and future desired character statements.
- Revised residential and commercial parking standards.
- Bespoke building setbacks.
- Safeguarding significant shopfronts.
- Signage and advertising controls.
- Sound management controls for residential development.
- Detailed controls around Active Street Frontage.
- A requirement for a visual impact assessment for buildings over 3 storeys.
- Guidance around materials and colour schemes.
- Open space standards.
- Design requirements in relation to fencing, landscaping, public domain interface, solar access, storage and waste management.
- An apartment mix policy which requires a greater number of smaller units than larger units.

The above changes have been supported through a suite of supporting evidence which has identified constraints, determined heritage significance, and revealed suitable locations for additional residential density. This suite of evidence requires further refinement prior to submission to Gateway and Councillors will be provided an additional opportunity for review prior to Gateway submission.

The Residential Heritage Colour guide has been completed and serves as a stand-alone document supporting public and Council decision making in relation to suitable heritage colour schemes. It is recommended this document be adopted by Council and placed on Council's website as a source of guidance and information.

Additional technical evidence is also likely to be required by DPHI to support a planning proposal and meet State policy and guidance. Due to flood impacts during the worst possible PMF flood event, a Flood Impact and Risk Assessment will be required to support any zoning changes in the project area. A Traffic Impact Assessment may also be required to support the planning proposal and this potential requirement will be investigated further.

Overall, this report introduces the suite of proposed changes to the GM LEP, the emerging precinct specific chapter to the GM DCP and the range of supporting evidence to Councillors, Stakeholders, and the public. This enables further engagement and refinement of the detail of the proposed changes and the supporting evidence before an additional report is presented to Council to request submission of the completed planning proposal report.

Upon completion of the additional technical evidence and drafting of the CBD and Surrounds Transformation planning proposal a further report will be presented to Council to seek endorsement to proceed to a Gateway Determination.

Recommendation

This report recommends that a planning proposal and associated development control plan provisions be prepared alongside the refinement of the supporting evidence, through further consultation with stakeholders and evidence as required.

FINANCIAL IMPLICATIONS

This report identifies that further costs associated with the need to potentially engage consultants for additional supporting technical advice such as a Flood Consultant to prepare a Flood Impact and Risk Assessment. Specific costs are not available at this time and will be dependent on the range and scope of further work required.

There are no other known financial implications arising because of this report.

LEGAL IMPLICATIONS

There are no known legal implications arising as a result of the contents of this report.

16.6 PLANNING PROPOSAL AND RECLASSIFICATION OF LAND - 36 HOWARD BOUVELVARD, GOULBURN

Authors: Business Manager Strategic Planning
 Director Planning & Environment
 Business Manager Property & Community Services
 Director Corporate & Community Services

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: Nil

Link to Community Strategic Plan:	4. Our Environment EN4 Maintain a balance between growth, development and environmental protection through sensible planning.
Cost to Council:	Cost of public hearing specifically associated with the planning proposal.
Use of Reserve Funds:	N/A

RECOMMENDATION

That:

1. In addition to Council preparing a planning proposal to rezone 36 Howard Boulevard (Lot 164 DP 250803) from RE1 Public Recreation to R1 General Residential and introducing a minimum lot size of 700m², the planning proposal include an amendment to Schedule 4 (Part 2) of the *Goulburn Mulwaree Local Environmental Plan 2009* to include 36 Howard Boulevard, Goulburn to discharge the interests on the land in relation to a Caveat on the title and Public Reserve status and reclassify the land to “Operational” for the purposes of *the Local Government Act 1993*.
2. Council reclassifies the land (Lot 164 DP 250803) to “Community” under the *NSW Local Government Act 1993* via resolution and a public notice be advertised informing of Council’s decision.
3. NSW Department of Planning, Housing and Infrastructure be the plan making authority in relation to point 1 of the resolution.
4. The amended planning proposal be resubmitted to NSW Department of Planning, Housing, and Infrastructure for a gateway determination, with consultation and public exhibition to occur in accordance with any gateway determination.

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.

BACKGROUND

Council resolved at its meeting on 7 March 2023 to commence the reclassification process for the park on the corner of Gibson Street and Howard Boulevard in relation to a land swap proposal from NSW Land and Housing Corporation. Pending the outcome of the reclassification, Council would proceed with a planning proposal to rezone the land from RE1 Public Recreation.

Council further resolved at its meeting of 19 December 2023 to reclassify 36 Howard Boulevard, Goulburn (Lot 164 DP 250803), Goulburn from “Community” land to ‘Operational’ land under the *Local Government Act 1993*.

REPORT

After the resolution on 19 December 2023, a draft planning proposal has been prepared and submitted to NSW Department of Planning, Housing, and Infrastructure (DPHI) via the gateway process.

As part of the above process, DPHI has advised Council that reclassification of 36 Howard Boulevard, Goulburn under the *Local Government Act 1993* does not remove a “Public Reserve status”. This is a separate matter outside of the RE1 Public Recreation zoning or the land classification as such, as it relates to the land title and any interests/dealings associated with it.

The only mechanism to remove the Public Reserve status and Caveat on the title is through the planning proposal process (refer Section 30 *NSW Local Government Act 1993*). This is a technical issue but is required to proceed with this proposed land dealing.

To progress this matter:

- Council must reclassify the land back to “Community” land via a resolution as an interim measure to address the issue with the interests on the land title.
- Amend the resolution to prepare the LEP to include the reclassification under *the Local Government Act 1993*, and to include the lifting of the Public Reserve status and Caveat. Furthermore, Council will not be the delegated plan making authority. The DPHI will be the plan making authority as this amendment will need to be approved by the NSW Governor to lift the Caveat and Public Reserve status.

Council is required to undertake a public exhibition/consultation process with the planning proposal phase. This public exhibition will need to incorporate a public hearing.

In conclusion, to lift the Public Reserve status and Caveat, the planning proposal process will be required to be expanded to include the reclassification of the land (incorporating discharge of the interests). It is therefore recommended that Council reclassify the land back to “Community” land via a resolution and amend the Council resolution for the planning proposal to include these matters.

16.7 EXPEDITED LEP AMENDMENT - 238 WHEEO ROAD, GOULBURN**Author:** Business Manager Strategic Planning

Director Planning & Environment

Authoriser: Aaron Johansson, Chief Executive Officer**Attachments:** 1. **Laterals Rezoning Request Letter**  
2. **Current and Historical Title Searches**  

Reference to LSPS:	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.
Address:	238 Wheeo Road, Goulburn

RECOMMENDATION

That:

1. The staff assessment report proposing a correction to a zoning anomaly for 238 Wheeo Road (Lot 1 DP 652021), Goulburn be received.
2. Council request that the NSW Department of Planning Housing and Infrastructure amend the *Goulburn Mulwaree Local Environmental Plan 2009* pursuant to Section 3.22 of the *NSW Environmental Planning and Assessment Act, 1979* in relation to Lot 1 DP 652021 by amending:
 - a) the zoning map from RE1 Public Recreation to R5 Large Lot Residential; and
 - b) the minimum lot size map by introducing a 2000m² minimum lot size.

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.

BACKGROUND

A zoning anomaly has been identified in relation to part of No.238 Wheeo Road, Goulburn being the portion of the site that falls within Lot 1 DP 652021. This portion of the property is zoned RE1 Public Recreation and has been since the *Goulburn Mulwaree Local Environmental Plan (LEP) 2009* was originally published and before this under the *Goulburn Local Environmental Plan (LEP) 1990*.

The affected area is privately owned and has never been a part of the broader reserve.

A letter has been submitted to Council by Laterals Planning dated 28 May 2024 (**Attachment 1**) seeking a correction to the zoning map and minimum lot size map of *Goulburn Mulwaree Local Environmental Plan (LEP) 2009* to reflect the ownership and usage of the site for residential purposes.

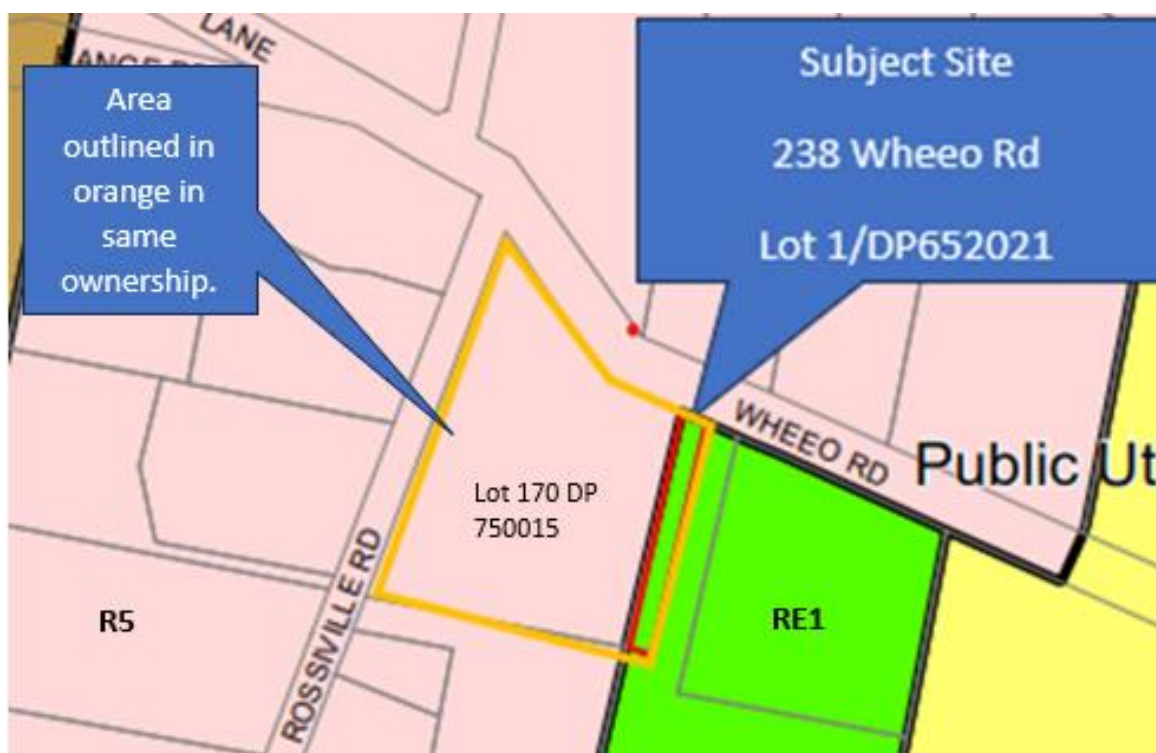
REPORT

The site is located on the corner of Rossville Road and Wheeo Road, Goulburn. The site adjoins the Crown land currently used and managed by the Goulburn Rugby Club immediately to the east. Land zoned and used for large lot residential adjoins the site to the north, west and south.

The site is developed with an existing dwelling and ancillary driveway which access the site from Wheeo Road and crosses the subject area (Lot 1 DP 652021) as shown in the aerial photo below.



The following plan is an extract of the current zoning map indicating the portion of No. 238 Wheeo Road which is zoned RE1 Public Recreation (shaded green).



Assessment against Legislation and Policies

Lot 1 DP 652021 was an unformed road which was sold to Reginald Arthur Long on 16 April 1967 (See a copy of cancelled Title Vol. 10547 Fol. 49 **Attachment 2**). At the same time Reginald Arthur Long owned Lot 170 DP 750015 (see **Attachment 2** - copy of Cancelled Title Vol.9717 Fol. 99). The existing residence is located on Lot 170 DP 750015 with the entry driveway from entering from Wheeo Road into Lot 1 DP 652021.

At the time of gazettal of *Goulburn Mulwaree Local Environmental Plan 2009* both Lot 1 DP 652021 and Lot 170 DP 750015 were still in the ownership of Reginald Arthur Long as evidenced on the Cancelled Title documents. Subsequently Lot 1 DP 652021 and Lot 170 DP 750015 was transferred to new Certificates of Title under the computer folios 1/652021 and 170/750015. In January 2022 the lots were sold to Sunrise (Goulburn) Pty Ltd and at this time remain in the same ownership.

Copies of Certificates of Title, Historical Title Records and Cancelled Titles are attached (**Attachment 2**).

Council's LEP land acquisition map associated with Clause 5.1 does not identify this site for acquisition. Furthermore, Council's Utilities and Operations Directorates have provided advice that the property has never been identified for acquisition by Council. Historically prior to the availability of the information systems currently available to Council, it was harder to check zone boundaries based on land ownership, and it is therefore considered that this zoning was an administrative error. As such the current zoning and lack of minimum lot size over Lot 1 DP 652021 is viewed as an anomaly which requires correction.

The land is in private ownership and is not classified under the *Local Government Act 1993*.

The zone objectives for the RE1 Public Recreation zone are:

- *To enable land to be used for public open space or recreational purposes.*
- *To provide a range of recreational settings and activities and compatible land uses.*
- *To protect and enhance the natural environment for recreational purposes*

The objectives reflect the public ownership and recreational use of the land identified. Given the ownership, usage of the area for a driveway access and the absence of any strategic need for the site by the Council, the current zone is inappropriate.

Section 3.22 of the *NSW Environmental Planning and Assessment Act, 1979* provides for an expedited process for the correction of anomalies or matters of minor significance which will not impact the environment or adjoining land as per the extract below:

3.22 Expedited amendments of environmental planning instruments (cf previous s 73A)

- (1) *An amending environmental planning instrument may be made under this Part without compliance with the provisions of this Act relating to the conditions precedent to the making of the instrument if the instrument, if made, would amend or repeal a provision of a principal instrument in order to do any one or more of the following—*
 - (a) *correct an obvious error in the principal instrument consisting of a misdescription, the inconsistent numbering of provisions, a wrong cross-reference, a spelling error, a grammatical mistake, the insertion of obviously missing words, the removal of obviously unnecessary words or a formatting error,*
 - (b) *address matters in the principal instrument that are of a consequential, transitional, machinery or other minor nature,*

(c) deal with matters that the Minister considers do not warrant compliance with the conditions precedent for the making of the instrument because they will not have any significant adverse impact on the environment or adjoining land,

(c1) deal with matters the NSW Reconstruction Authority considers necessary to give effect to the [NSW Reconstruction Authority Act 2022](#).

(2) A reference in this section to an amendment of an instrument includes a reference to the amendment or replacement of a map adopted by an instrument.

(2A) For the purposes of subsection (1)(c1), the Minister may direct that the NSW Reconstruction Authority is—

(a) the planning proposal authority for this Part, or

(b) a local plan-making authority for section 3.31.

(2B) For subsection (2A), the Minister's direction may provide that the NSW Reconstruction Authority must exercise the functions of a planning proposal authority or local plan-making authority—

(a) for a particular period or for particular stages of development, or

(b) only in relation to certain matters.

The land has been in private ownership since 1967 and the driveway located on the affected portion of the site is existing. On this basis there are no environmental concerns raised in association with the current use of the site nor any adverse impacts identified for adjoining Crown Land. For all intents and purposes, the site would appear to be used for residential purposes given the existing development and use as a driveway access. Preliminary consultation with NSW DPHI has been undertaken which has indicated "in principle" support for the use of the Section 3.22 process, subject to further assessment of a formal request from Council.

The most appropriate zone for the subject area is R5 Low Density Residential which is consistent with the zoning to the north, west and south of the site and with the other land in the same ownership. The RE1 Public Recreation zone does not have a minimum lot size therefore, a minimum lot size should also be introduced for the subject area. The minimum lot size associated with the R5 Large Lot Residential Zone in this locality is 2000m².

Conclusion and Recommendation

In conclusion, it is recommended that Council request that the NSW Department of Planning, Housing and Industry amend the zoning and minimum lot size maps for *Goulburn Mulwaree Local Environmental Plan 2009* via Section 3.22 of the *Environmental Planning and Assessment Act, 1979*.

The current zoning of Lot 1 DP 652021 is inconsistent with the ownership of the land and the strategic requirements of the Council. The zoning is anomalous and requires correction but is of a relatively minor nature and is unlikely to result in any environmental harm given its existing use as a driveway access.

FINANCIAL IMPLICATIONS

There are no financial implications identified in this report. Whilst Clause 5.1 of the *Goulburn Mulwaree Local Environmental Plan 2009* identifies Council as the acquisition authority for the RE1 Zone, the land acquisition mapping associated with this clause does not identify this property.

LEGAL IMPLICATIONS

There are no legal implications for Council identified in this report.

The logo for Lateralis, featuring the word "Lateralis" in a stylized, cursive font.

Planning
Engineering & Management
Environmental

The General Manager
Goulburn Mulwaree Council
Locked Bag 22
Goulburn NSW 2580

Our Ref.: 2166
Your Ref:

Attention: Ms Kate Wooll

Dear Sir or Madam,

**Re Lot 1 DP 652021 – Part 238 Wheeo Road, Goulburn
Local Environmental Plan 2009 mapping Anomaly**

We act for the owner of the above land and request the correction of an anomaly to the land zone and lot size mapping relating to the above land. The current zoning and lack of minimum lot size on Lot 1 DP 652021 is inconsistent with Lot 170 DP 750015. This inconsistency is seen as a result of an oversight or error at the time of gazettal or *Goulburn Mulwaree Local Environmental Plan 2009*.

It is requested that *Goulburn Mulwaree Local Environmental Plan 2009* be amended in accordance with section 3.22 of the Environmental Planning and Assessment Act 1979 to correct the anomaly as follows:

1. Lot 1 DP 652021 to be zoned R5 Large Lot Residential (similar to the adjoining Lot 170 DP 750015)
2. Lot 1 DP 652021 have a minimum Lot Size "X" 2,000 square metres (similar to the adjoining Lot 170 DP 750015).

BACKGROUND

Lot 1 DP 652021 was a road which was unnecessary and was sold to Reginald Arthur Long on 16 April 1967 (See a copy of cancelled Title Vol. 10547 Fol. 49 attached). At the same time Reginald Arthur Long owned Lot 170 DP 750015 (see attach copy of Cancelled Title Vol.9717 Fol. 99). The family residence is located on Lot 170 DP 750015 with the entry driveway from entering from Wheeo Road into Lot 1 DP 652021.

At the time of gazettal of Goulburn Mulwaree Local Environmental Plan 2009 both Lot 1 DP 652021 and Lot 170 DP 750015 were still in the ownership of Reginald Arthur Long as evidenced on the Cancelled Title documents. Subsequently Lot 1 DP 652021 and Lot 170 DP 750015 was transferred to

1
Upstairs, 213 Auburn Street (PO Box 1326) Goulburn NSW 2580
(Enter via the automatic doors near Goulburn Eye Care)
Phone: 02 4821 0973 • Fax: 02 4822 0777 Email: admin@laterals.com.au
48 Johns River Road, Johns River NSW 2443
Mobile: 0427 210 973 Email: keith@laterals.com.au
ABN: 29 101 835 072

new Certificates of Title under the computer folios 1/652021 and 170/750015. In January 2022 the lots were sold to Sunrise (Goulburn) Pty Ltd and at this time remain in the same ownership.

As such the current zoning and lack of minimum lot size over Lot 1 DP 652021 is viewed as an anomaly now sought to be corrected.

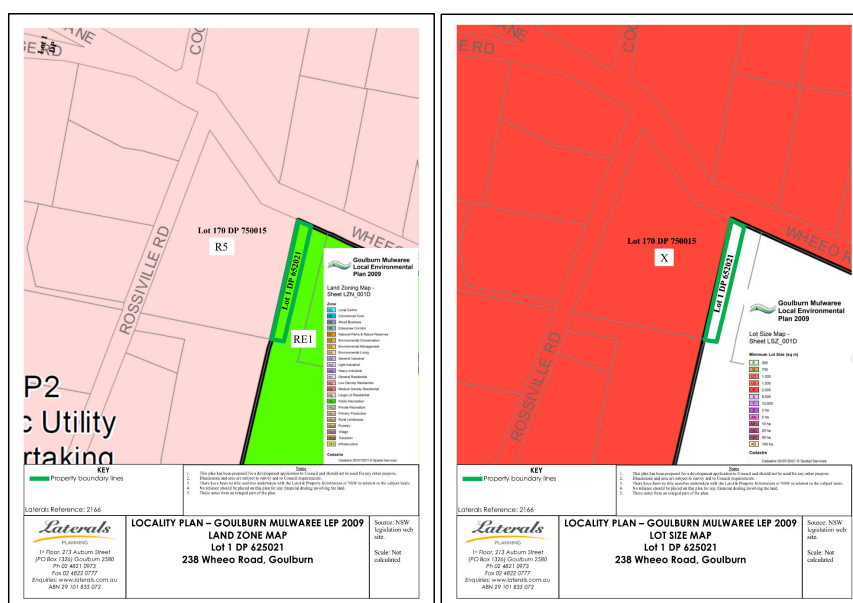
The lot that contains the residence is highlighted green on the plan below with the adjoining land containing the property entrance highlighted in pink.

Copies of Certificates of Title, Historical Title Records and Cancelled Titles are attached to this letter.

The location and size of Lot 1 DP 652021 and its relationship with Lot 170 DP 750015 are shown on the following aerial photograph (source: SixMaps).



The current Land Map and Lot Size Map are shown on the following page, copies of which are separately attached.



Lot 1 DP 625021 contains an area of 2023m², while Lot 170 DP 750015 (Crown Plan 371¹⁸⁷⁶) contains an area of 6 acres (2.4286 ha). It would appear that the maps simply followed a straight line when drafting was carried out.

The property is vacant, but forms part of a holding including Lot 170 DP 750015. On the whole of the land there is a dwelling and garage. No other use is carried out on the property as a whole. The above aerial photograph displays scattered trees around the residence. The topographic map displays the general low profile of the land and the minor drainage depressions.

The site is located on the South of Wheeo Road and on the eastern edge of the city. The general topography of the site is shown on the following topographic map and aerial photograph, copies of which are separately attached.

CONCLUSION

The amendment of *Goulburn Mulwaree Local Environmental Plan 2009* sought would regularise the area of land ownership and use. The RE1 zone and lack of minimum lot size is not seen as consistent with the use of the land for residential purposes.

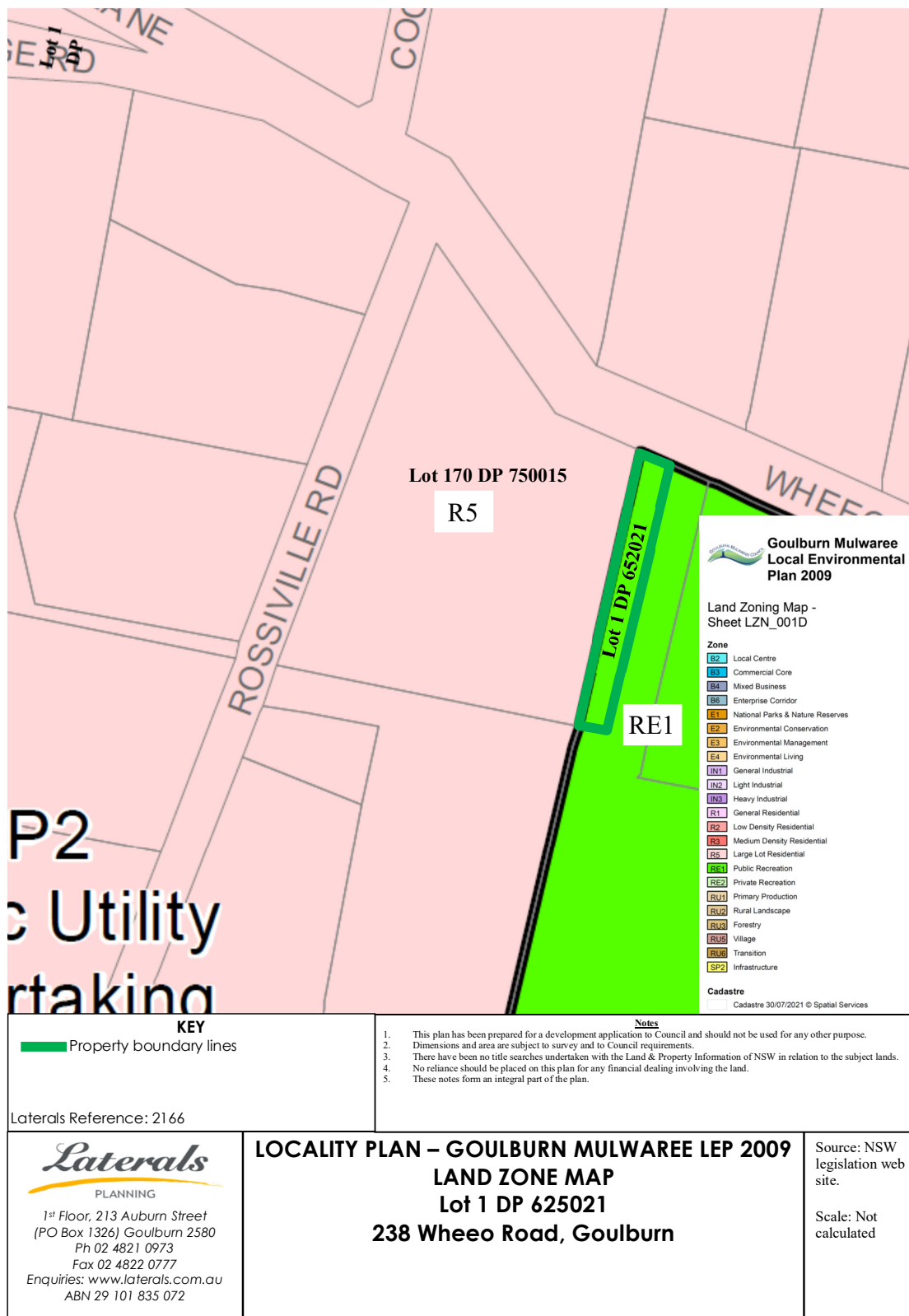
The current circumstance would appear to be an apparent oversight which if seen at the time would have resulted in Lot 1 DP 625021 being zoned R5 with a minimum lot size of 2,000 square metres. This could fairly be adjusted by the correction sought.

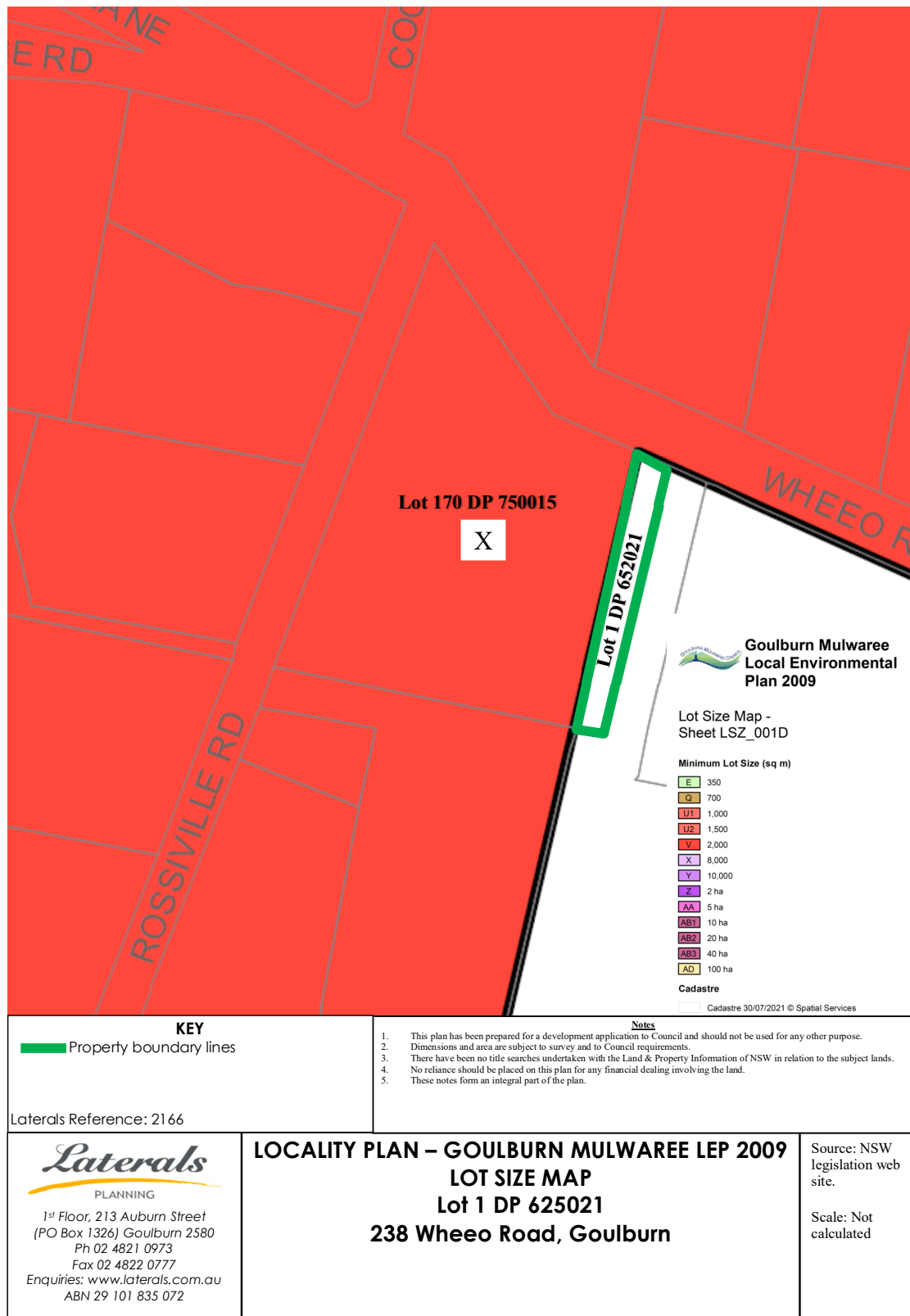


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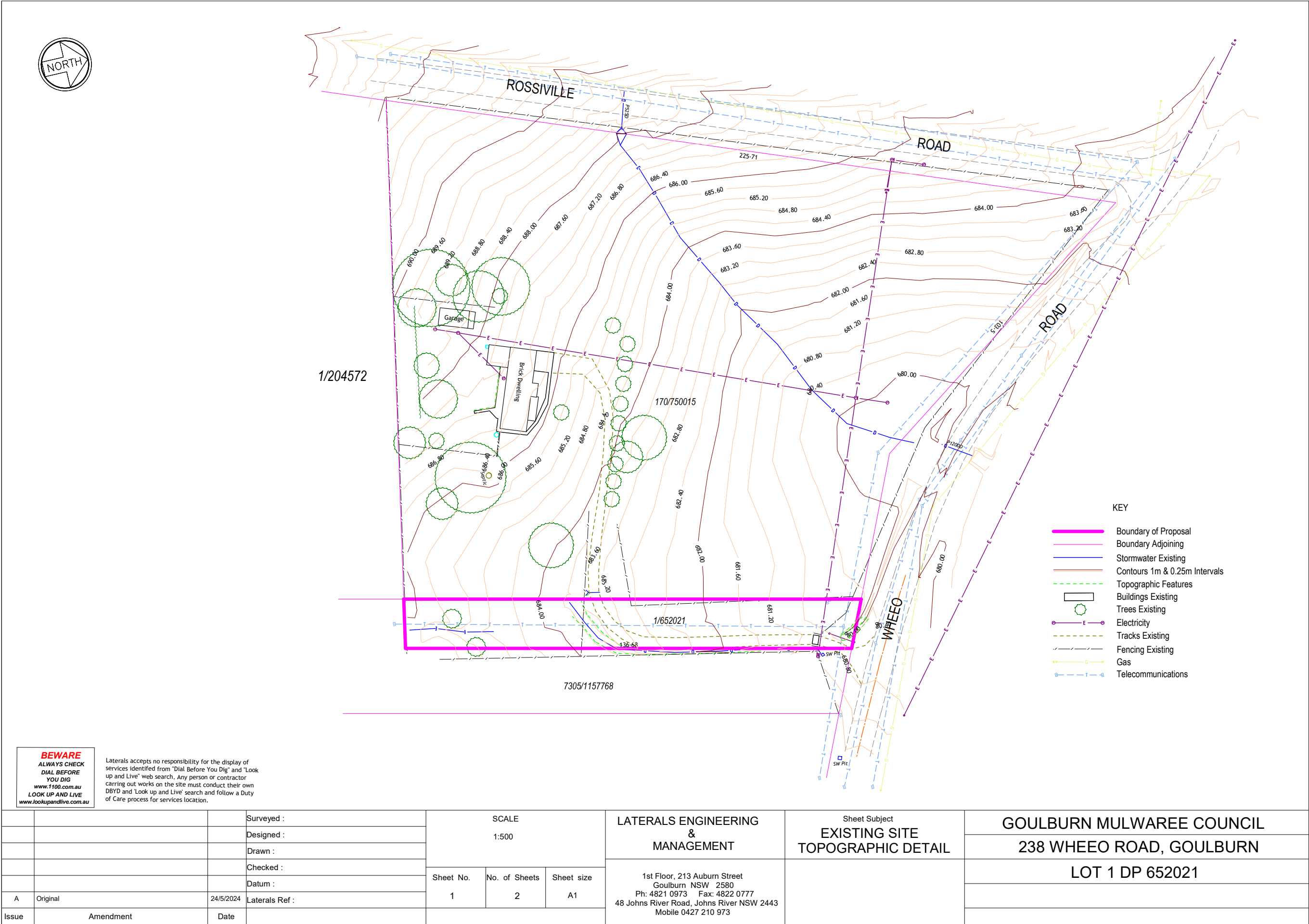
PIA Registered Planner + EIA







			Surveyed :	SCALE 1:500			LATERALS ENGINEERING & MANAGEMENT	Sheet Subject EXISTING SITE AERIAL PHOTOGRAPH	GOULBURN MULWAREE COUNCIL	
			Designed :						238 WHEEO ROAD, GOULBURN	
			Drawn :				LOT 1 DP 652021 (& LOT 170 DP 750015)			
			Checked :							
			Datum :	Sheet No.	No. of Sheets	Sheet size	1st Floor, 213 Auburn Street Goulburn NSW 2580 Ph: 4821 0973 Fax: 4822 0777 48 Johns River Road, Johns River NSW 2443 Mobile 0427 210 973			
A	Original	24/5/2024	Laterals Ref :	2	2	A1				
Issue	Amendment	Date								





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NEW SOUTH WALES LAND REGISTRY SERVICES - TITLE SEARCH

Title Search

Information Provided Through
Rudov & Associates P/L
Ph. 0413 161 611

FOLIO: 1/652021

SEARCH DATE	TIME	EDITION NO	DATE
20/5/2024	4:59 PM	3	31/1/2022

LAND

LOT 1 IN DEPOSITED PLAN 652021
AT GOULBURN
LOCAL GOVERNMENT AREA GOULBURN MULWAREE
PARISH OF GOULBURN COUNTY OF ARGYLE
TITLE DIAGRAM DP652021

FIRST SCHEDULE

SUNRISE (GOULBURN) PTY LTD (T AR807209)

SECOND SCHEDULE (2 NOTIFICATIONS)

- 1 LAND EXCLUDES MINERALS AND IS SUBJECT TO RESERVATIONS AND CONDITIONS IN FAVOUR OF THE CROWN - SEE CROWN GRANT(S)
- 2 AR844446 MORTGAGE TO DAWSON PROPERTIES (VENTURES) PTY LTD

NOTATIONS

UNREGISTERED DEALINGS: NIL

*** END OF SEARCH ***

2166

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NEW SOUTH WALES LAND REGISTRY SERVICES - TITLE SEARCH

Title Search

Information Provided Through
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Ph. 0413 161 611

FOLIO: 170/750015

SEARCH DATE	TIME	EDITION NO	DATE
20/5/2024	4:59 PM	3	31/1/2022

LAND

LOT 170 IN DEPOSITED PLAN 750015
LOCAL GOVERNMENT AREA GOULBURN MULWAREE
PARISH OF GOULBURN COUNTY OF ARGYLE
(FORMERLY KNOWN AS PORTION 170)
TITLE DIAGRAM CROWN PLAN 371.1876

FIRST SCHEDULE

SUNRISE (GOULBURN) PTY LTD (T AR807209)

SECOND SCHEDULE (2 NOTIFICATIONS)

- 1 RESERVATIONS AND CONDITIONS IN THE CROWN GRANT(S)
- 2 AR844446 MORTGAGE TO DAWSON PROPERTIES (VENTURES) PTY LTD

NOTATIONS

UNREGISTERED DEALINGS: NIL

*** END OF SEARCH ***

2166

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Historical Search

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NEW SOUTH WALES LAND REGISTRY SERVICES - HISTORICAL SEARCH

SEARCH DATE

24/5/2024 3:28PM

FOLIO: 1/652021

First Title(s): VOL 10547 FOL 49
Prior Title(s): VOL 10547 FOL 49

Recorded	Number	Type of Instrument	C.T. Issue
19/1/1993		CONVERTED TO COMPUTER FOLIO	FOLIO CREATED CT NOT ISSUED
15/9/1993		AMENDMENT: TITLE DIAGRAM	
11/11/2008	AE319540	TRANSMISSION APPLICATION	EDITION 1
18/1/2022	AR807209	TRANSFER	EDITION 2
31/1/2022	AR844446	MORTGAGE	EDITION 3

*** END OF SEARCH ***

2166

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LAND
REGISTRY
SERVICES

Historical Search

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NEW SOUTH WALES LAND REGISTRY SERVICES - HISTORICAL SEARCH

SEARCH DATE

24/5/2024 3:31PM

FOLIO: 170/750015

First Title(s): SEE PRIOR TITLE(S)
Prior Title(s): VOL 9717 FOL 99

Recorded	Number	Type of Instrument	C.T. Issue
3/12/1988		TITLE AUTOMATION PROJECT	LOT RECORDED FOLIO NOT CREATED
6/1/1989		CONVERTED TO COMPUTER FOLIO	FOLIO CREATED CT NOT ISSUED
27/2/1991		AMENDMENT: TITLE DIAGRAM	
11/11/2008	AE319540	TRANSMISSION APPLICATION	EDITION 1
18/1/2022	AR807209	TRANSFER	EDITION 2
31/1/2022	AR844446	MORTGAGE	EDITION 3

*** END OF SEARCH ***

2166

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Req:R466090 /Doc:CT 09717-099 CT /Rev:20-Jan-2011 /NSW LRS /Pgs:ALL /Prt:24-May-2024 15:33 /Seq:1 of 2
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G.
NEW SOUTH WALES
Crown Grant(Prior Title)
Vol.127 Fol.189

CERTIFICATE OF TITLE
PROPERTY ACT, 1900, as amended.



PR

Vol. **9717** Fol. **99**
1st Edition issued 2-6-1964
J622671

9717 Fol. 99
(Page 1) Vol.

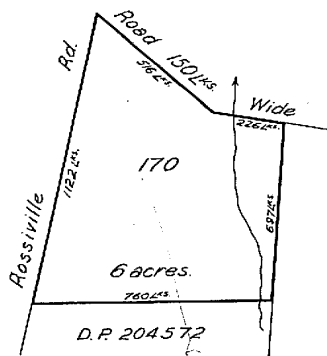
I certify that the person described in the First Schedule is the registered proprietor of the undermentioned estate in the land within described subject nevertheless to such exceptions encumbrances and interests as are shown in the Second Schedule

Witness *S. MacLennan*

Janatson
Registrar General
SEE AUTO FOLIO



PLAN SHOWING LOCATION OF LAND



J622671 P

Scale: 4 chains to one inch

ESTATE AND LAND REFERRED TO

Estate in Fee Simple in Suburban Portion 170 in the City of Goulburn, Parish of Goulburn and County of Argyle.

Janatson
Registrar General.

FIRST SCHEDULE (Continued overleaf)

REGINALD ARTHUR LONG of Goulburn, Poultry Farmer.

Janatson
Registrar General.

SECOND SCHEDULE (Continued overleaf)

1. Reservations and conditions, if any, contained in the Crown Grant above referred to

Janatson
Registrar General.

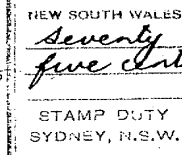
PERSONS ARE CAUTIONED AGAINST ALTERING OR ADDING TO THIS CERTIFICATE OR ANY NOTIFICATION HEREON

WARNING: THIS DOCUMENT MUST NOT BE REMOVED FROM THE LAND TITLES OFFICE.

NOTE: ENTRIES RULED THROUGH AND AUTHENTICATED BY THE SEAL OF THE REGISTRAR-GENERAL ARE CANCELLED.

Req:R466097 /Doc:CT 10547-049 CT /Rev:16-Dec-2010 /NSW LRS /Pgs:ALL /Prt:24-May-2024 15:34 /Seq:1 of 2
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No. 1966/2675



New South Wales
CANCELLED
 Vol. 10547 Registered Fol. 3-5-1967
 SEE AUTO FOLIO



10547049

Registrar General.

GRANT UPON PURCHASE OF UNNECESSARY ROAD

(UNDER THE PUBLIC ROADS ACT, 1902)

WE HEREBY the SECOND, by the Grace of God of the United Kingdom, Australia and her other Realms and Territories Queen, Head of the Commonwealth, Defender of the Faith:-
 To All to whom these Presents shall come, Greeting:-

Whereas REGINALD ARTHUR LONG of Goulburn in Our State of New South Wales

(hereinafter called the GRANTEE) being the owner of land adjoining the land hereinafter described and intended to be hereby granted (formerly a road which was duly closed in accordance with the provisions of the Public Roads Act, 1902) agreed to have such land granted to him upon payment of the sum of forty dollars being the value thereof as determined by the Local Land Board AND WHEREAS all things required by law to be done to entitle the GRANTEE to a Grant of the fee simple of the said land Subject to the Reservations and Exceptions hereinafter contained have been done and performed NOW THESE PRESENTS WITNESS That in consideration of the premises WE DO HEREBY GRANT unto the GRANTEE Subject to the Reservations and Exceptions hereinafter contained ALL THAT parcel of land containing by admeasurement two roads

to be the same more or less situated in the County of Argyle Parish of Goulburn Being the closed part 75 links wide of the road adjoining the Eastern boundary of portion 170 and extending from the South Easterly prolongation of the more Easterly North Eastern boundary of that portion in a Southerly direction along the Eastern boundary of the aforesaid portion to the Easterly prolongation of the Southern boundary of the aforesaid portion

NORTH

Q6347-13

170

75

WIDE

SCALE
 0 1/2 1 2 CHAINS

AREA: 2 roads

THE LAND WITHIN
 DESCRIBED IS NOW
 LOT 1 IN DP652021

As per Plan hereon TO HOLD unto the GRANTEE in fee simple PROVIDED NEVERTHELESS AND WE DO HEREBY RESERVE AND EXCEPT unto Us Our Heirs and Successors all minerals which the said Land contains with full power and authority for Us Our Heirs and Successors and such person or persons as shall from time to time be authorised by Us or Them to enter upon the said Land and to search for mine dig and remove the said minerals AND ALSO all such parts and so much of the said Land as may hereafter be required for public ways in over and through the same to be set out by Our Governor for the time being of Our said State or some person by him authorised in that respect with full power for Us Our Heirs and Successors and for Our Governor as aforesaid by such person or persons as shall be by Us Them or him authorised in that behalf to make and conduct all such public ways And the right of full and free ingress egress and regress into out of and upon the said Land for the several purposes aforesaid or any of them IN TESTIMONY WHEREOF We have caused this Our Grant to be Sealed with the Seal of Our said State

Witness Our Governor of Our State of New South Wales and its Dependencies in the Commonwealth of Australia, at Sydney in Our said State, this nineteenth day of April in the sixteenth year of Our Reign and in the year of Our Lord one Thousand nine hundred and sixty seven

A. R. Butler
 Governor

FOR ENDORSEMENTS SEE PAGE 2

PERSONS ARE CAUTIONED AGAINST ALTERING OR ADDING TO THIS CERTIFICATE OR ANY NOTIFICATION HEREON

(Page 1) Vol. 10547 Fol. 49

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SCHEDULE OF REGISTERED PROPRIETORS					REGISTERED PROPRIETOR		INSTRUMENT		ENTERED	Signature of Registrar General
							NATURE	NUMBER	DATE	
<p>CANCELLED</p> <p>SEE AUTO FOLIO</p>										

Vol. 10547 Fol 49

[illegible]

(Page 2 of 2 pages)

NOTE: ENTRIES RULED THROUGH AND AUTHENTICATED BY THE SEAL OF THE REGISTRAR GENERAL ARE CANCELLED

16.8 PLANNING PROPOSAL - 41 KING STREET, TARAGO

Author: Business Manager Strategic Planning
Director Planning & Environment

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. **Planned - Rezoning Request Letter**  
2. **Concept Layout and Master Plan**  

Link to Community Strategic Plan:	4. Our Environment EN4 Maintain a balance between growth, development and environmental protection through sensible planning.
Cost to Council:	Nil – cost to be covered by fees.
Use of Reserve Funds:	N/A

RECOMMENDATION

That:

1. The staff assessment report on the planning proposal to rezone 41 King Street, Tarago be received.
2. Council prepares a planning proposal to amend the *Goulburn Mulwaree Local Environmental Plan 2009* by rezoning land located at 41 King Street, Tarago (Lot 3 DP 1118635) from RU2 Rural Landscape to RU5 Village with an associated 2000m² minimum lot size.
3. The planning proposal, once prepared, be submitted to the NSW Department of Planning, Housing and Infrastructure for a gateway determination in accordance with Section 3.34 of the *Environmental Planning and Assessment Act, 1979*.
4. The NSW Department of Planning, Housing and Infrastructure be advised that Council wishes to be identified in the gateway determination as the delegated plan making authority for this planning proposal.
5. If the Department of Planning, Housing and Infrastructure 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.

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.

BACKGROUND

Council accepted a planning proposal (PP) for assessment for 41 King Street (Lot 3 DP 1118635), Tarago (the subject site) on 22 February 2024. The PP is requesting a mapping amendment to the *Goulburn Mulwaree Local Environmental Plan 2009* to rezone the subject site from RU2 Rural Landscape to RU5 Village with an associated amendment of the minimum lot size from 100 ha to 2000m². If rezoned as proposed, the site is likely to yield approximately 28 residential lots.

This report recommends that Council proceed with the planning proposal. A copy of the submitted PP request letter is provided in **Attachment 1**.

REPORT

Strategic Context

State Government Policy

The supply of housing is a key NSW Government Priority as identified in *Housing 2041 – NSW Housing Strategy*, Goulburn Mulwaree Council is aware that the vacancy rate for rental properties is currently around 0.9% which clearly indicates that supply is not meeting demand. This planning proposal is seeking to extend the existing RU5 Village Zone to facilitate additional housing in the Village. Additional housing will also support State investment in services for the village such as the existing railway station, primary school, and police station.

Southeast and Tablelands Regional Plan (SETRP) 2036

Goal 4 of the SETRP is “environmentally sustainable housing choices”. The relevant directions to the Plan are:

- *Direction 24: Deliver greater housing supply and choice.*

Comment: This direction involves the preparation of a local housing strategy to provide for a diversity in housing types and a surplus supply of residential land to meet projected needs. Council has prepared an Urban and Fringe Housing Strategy. This Strategy has identified opportunities for a diversity of housing supply with infill areas around the Goulburn CBD identified as well as an extension to a range of other residential zones.

Given the focus on the UFHS on the larger settlements of Goulburn and Marulan (which are served with by Council’s reticulated water and sewer), a separate *Tarago Village Housing Strategy* (TVHS 2022) was prepared by Council to identify appropriate areas for greenfield residential development. This site is identified as an opportunity area in the TVHS 2022.

- *Direction 25: Focus housing growth in locations that maximize infrastructure and services.*

Comment: It is considered that this proposal complies with the direction as it provides for a contiguous expansion of infrastructure/services. The site is contiguous with the existing RU5 Village zone boundary and has access to two local roads. The Village is relatively small but contains the following public infrastructure/services: primary school, police station, train station, park/recreation area, hall, bushfire brigade. In addition to this Tarago also has a pub, pre-school, service station, real estate agent and café. The additional population resulting from this proposal will support existing infrastructure and services.

Local Strategic Planning Statement (LSPS)

The LSPS vision for housing is:

“A range and diversity in housing type, which is contextual and affordable and is primarily centred around Goulburn and Marulan”.

Action 4.3 is to prepare a Villages Strategy, to identify what if any capacity the villages have for growth.

Comment: Most of the housing for the LGA is focused on Goulburn and Marulan which have connectivity to Council’s reticulated water and sewer services and a wider variety of higher order services. The *Tarago Village Housing Strategy* 2022 was prepared to identify growth capacity. This planning proposal is in an identified opportunity area in the Strategy.

Tarago Village Housing Strategy (TVHS)

The TVHS included a basic assessment of the further growth capacity for the RU5 Village zoned area using zoning and minimum lot sizes (excluding consideration of individual site constraints). It found that there were 47 lots which were vacant and met the minimum lot size for a dwelling. Additionally, there were only 24 lots with subdivision potential, of these lots, a maximum of 69 lots could be created, which was a net increase of only 45 lots.

The TVHS found that there was some small capacity for existing growth in the village, however increasing pressures for housing supply are being placed upon the village given its proximity to land zoned for heavy industry and potential housing requirements for workers.

The subject land is within Precinct 1C, which was identified as providing the most realistic potential for village expansion on the basis that it is relatively unconstrained and:

- Is contiguous with existing RU5 Village zoned land west of the Goulburn Bombala Railway.
- Is gently to moderately sloping and generally unconstrained in relation to dwelling construction and effluent management/disposal.
- Is elevated above the Mulwaree River floodplain.
- Is suitably distanced from existing watercourses in relation to the provision of buffers for on-site effluent management/disposal.
- Is suitably distanced from the Goulburn Bombala Railway in relation to acoustic amenity and potential for land contamination.
- Has connectivity to King Street and Covan Street for bushfire evacuation.
- Has previously been cleared as part of the past agricultural use and as such, is likely to comprise limited biodiversity value.
- Avoids State significant agricultural land.

Comment: The submitted proposal is consistent with the TVHS as the subject site falls within an opportunity area identified in the Strategy and addresses the various site suitability criteria.

ASSESSMENT**Subject Site**

The site is located at 41 King Street (Lot 3 DP 1118635), Tarago and is accessed via King Street which is classified as a local road.



It is currently zoned RU2 Rural Landscape (with a 100ha minimum lot size for subdivision). The site is located immediately to the west of the RU5 Village extent of Tarago. The site is approximately 10 ha and is predominantly cleared grazing land with a dwelling, ancillary rural infrastructure and two dams.

The site not crossed by any water courses; however, a water course is located off-site to the west and north-west, this matter is further discussed in the flooding section of this report which finds the relative levels of the site to the water course do not suggest any flood risk.

The site is not identified as significantly contaminated land by the EPA nor identified as potentially contaminated land on Council's mapping. The site is not located within proximity to any items of environmental heritage listed under the Goulburn Mulwaree Local Environmental Plan. The closest heritage item is the Tarago Train Station. Due to the topography and distance of the site from the station it is considered that the proposal will have not have a negative impact on the significance of the station and its setting.

Currently there are no Council reticulated water and sewer services that extend to this property. The site is identified as an urban opportunity area in the Strategy and will require on site provision for water and effluent management.

The Planning Proposal

The Planning Proposal is seeking to amend the zoning and minimum lot size maps under *Goulburn Mulwaree Local Environmental Plan (GM LEP) 2009* for this site to RU5 Village with a minimum lot size of 2000m². A concept master plan has been submitted with the application detailing a potential lot layout and access as per the plan below (**Attachment 2**).



Minimum lot size (MLS) and connectivity to other undeveloped land zoned residential or identified for future residential.

The planning proposal identifies a minimum lot size (MLS) of 2000m² across the site. This minimum lot size is slightly larger than the existing MLS of land immediately to the west which is 1500m². The 2000m² MLS is a minimum only and is based upon advice provided during the development of the TVHS by Water NSW and informed by Water NSW Strategic Land and Water Capability Mapping.

As indicated in the concept plan and due to the nature of the topography and overland flows, it is anticipated that any future subdivision will require a range of lot sizes including larger lots to achieve neutral or beneficial impacts on water quality as required in the Sydney drinking water catchment.

Biodiversity

A Stage 1 Biodiversity Assessment Method (BAM) has been submitted in support of this Planning Proposal. The purpose of the Stage 1 BAM Assessment was to document the ecological values of the subject land and to determine and assess the likely impacts of the proposed re-zoning and future development on habitat for terrestrial flora and fauna species and ecological communities listed pursuant to the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act) and/or the NSW Biodiversity Conservation Act 2016 (BC Act). In summary, the Stage 1 BAM Assessment determined that the subject land supports the following significant biodiversity values:

- 0.84 hectare of BC Act native vegetation.
- 9.16 hectares of potential habitat for the Little Whip Snake.
- potential marginal foraging habitat for threatened woodland birds.

The submitted rezoning request (Attachment) summarises:

As a result of the proposed minimum lot size reduction, future development of the subject land will likely trigger the Biodiversity Offset Scheme (BOS) and the requirement for the preparation of a Biodiversity Development Assessment Report (BDAR). Notwithstanding,

given that the vegetation and habitat within the subject land has been found to be highly degraded, and that its assessed biodiversity values pose a low degree of constraint to development, Capital Ecology believes that the future BDAR will result in little to no offset credit liability.

The submitted BAM Assessment has been reviewed by Council's Environment and Biodiversity Officer and the site inspected.

Contamination

A limited detailed site investigation has been submitted with the proposal. An earlier preliminary site investigation had been undertaken which found:

"The preliminary site investigation of the Site delivered by Murrang Earth Sciences found two potential contamination sources. These were dust, cut, fill from railway ballast or nearby mine(s); and pesticide use as a result of agricultural activities. A limited detailed site investigation was recommended by Murrang Earth Sciences to provide the necessary data to confirm whether these potential sources of contamination do occur."

And:

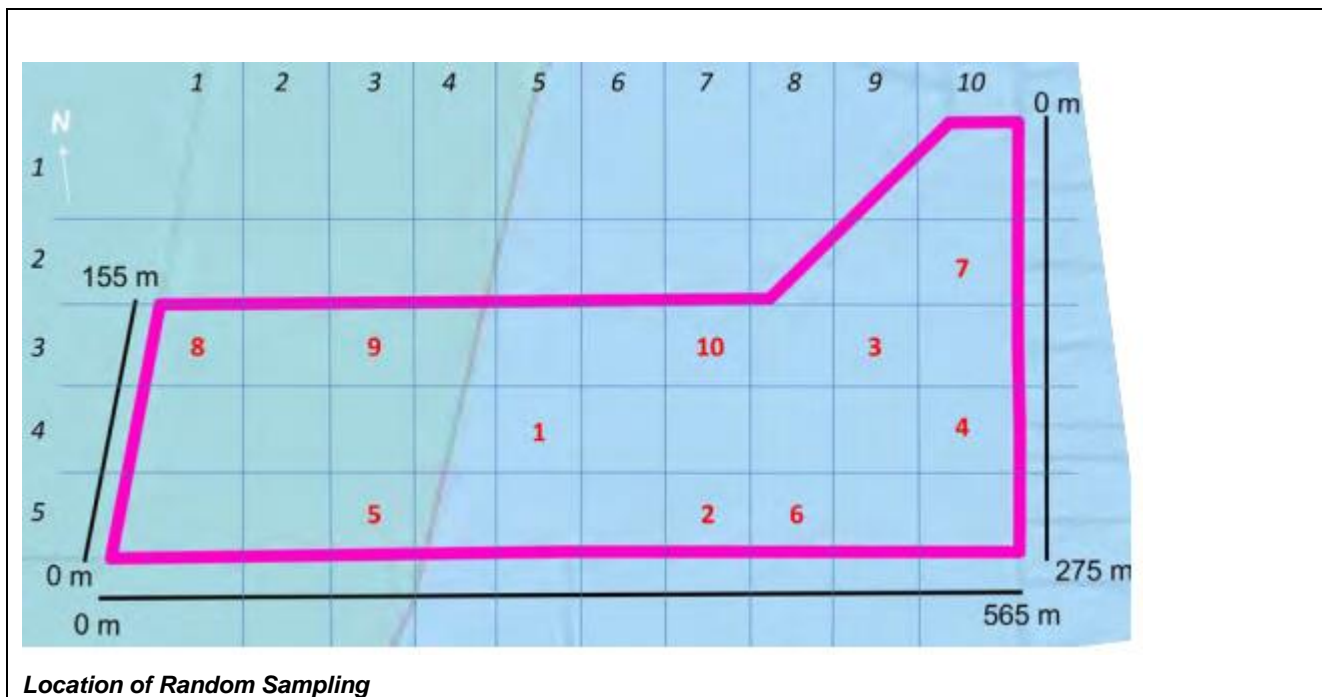
"Two sources of contamination were considered to occur at the Site, including pesticides; and mine tailings, slag, and/or dust. Based on these sources, lead, arsenic, DDT+DDE+DDD, aldrin and dieldrin, chlordane, endosulfan, endrin, heptachlor, hexachlorobenzene, methoxychlor, mirex, toxaphene, 2,4,5 T, 2,4 D, MCPA, MCPB, mecoprop, picloram, atrazine, chlorpyrifos, and bifenthrin were considered contaminants of concern. Ten locations were sampled at the Site. Samples were collected from the A horizon (i.e., a depth of approximately 0.1 to 0.1 m below ground surface) and from the top of the B horizon (i.e., a depth of approximately 0.1 below ground surface and below) at each location, due to the sources of contamination at the site being from the ground surface."

The detailed site investigation included sampling and found:

“Chemicals of concern at the Site were below the adopted assessment criteria in all cases.

*No indications of contamination occurred at the Site. **Based on this, chemicals of concern are considered to not present an unacceptable risk to human health and environmental receptors at the Site. The site is suitable for its proposed residential and environmental use, with no remediation necessary at the Site to make it suitable for these uses.**”*

The sampling was undertaken on a random basis over the site as indicated below:



Comment: Based on the samples from various locations across the site and the testing it is considered the risk of further contamination being present is low.

Water Quality

The site is located within the Sydney drinking water catchment and is in an area outside of Council's reticulated water and sewer network.

The proponent has submitted a Stormwater Master Plan (stormwater/drainage) and a Land Capability Assessment (site and soil assessment/effluent management) in support of the application.

In relation to stormwater/drainage a MUSIC model was applied to the proposed mitigation measures associated with the concept master plan for stormwater and water quality management. The mitigation measures include:

- Tanks (10-kL) rainwater to all dwellings.
- Buffer Strip (5m landscaped buffer strip between residential dwellings and vegetated swales).
- Vegetated roadside swales to convey all stormwater.
- 600m² Bioretention Basin.

The MUSIC modelling treatment performance results are presented in the table below. The results show that the pollutant reduction targets for the catchment have been met.

Annual Pollutant Loading (kg/yr)				
Scenario	TSS	TP	TN	GP
Pre-developed	2020	3.35	20.4	48.5
Post-developed	144	1.63	18.1	0
Difference	1876	1.72	2.3	48.5
Improvement	93%	51%	11%	100%
Compliant	Y	Y	Y	Y

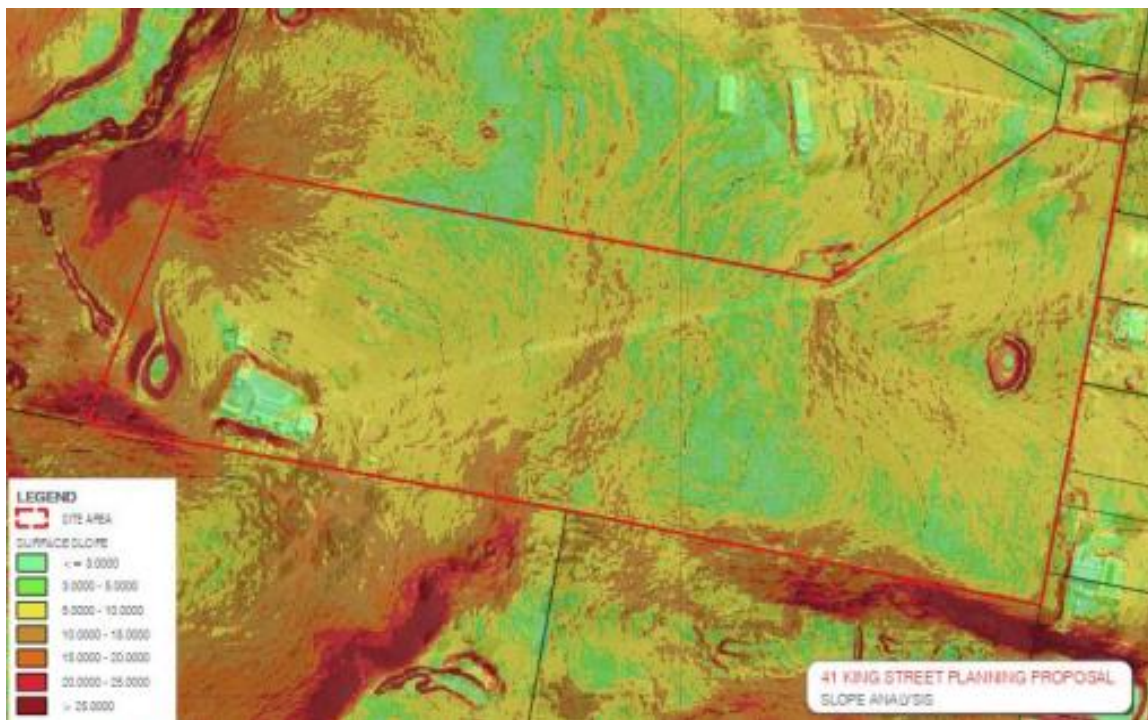
MUSIC Results Table

Based on the concept subdivision plan that stormwater conveyance and treatment measures can achieve the neutral or beneficial effect (NorBE) test.

In relation to on-site effluent management the submitted Land Capability Assessment found that the site and soil conditions are considered suitable for the on-site management of effluent via a range of disposal options. Notwithstanding, a site-specific Site and Soil Assessment for On-Site Effluent Management would be required as part of the future application process for the development of the individual village allotments. The site-specific Assessment would establish the most appropriate wastewater management system for the nature of the development proposed.

Flooding

The site falls outside of any existing Council flood studies or available flood modelling. The site is located on top of ridge just below the peak of the hill and as such it has three separate outfall locations. The site has a slope of typically between 5 and 10%. However, along the edges of the site there are areas in excess of 25% gradient.



Slope Analysis

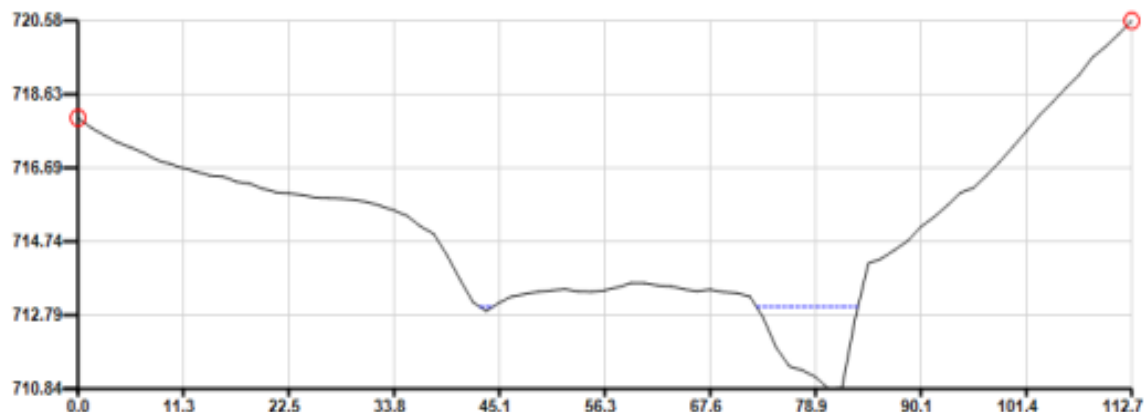
There is a creek to the north and north west of the site and a drainage depression located to the south of the site.



Creeks and Water Courses

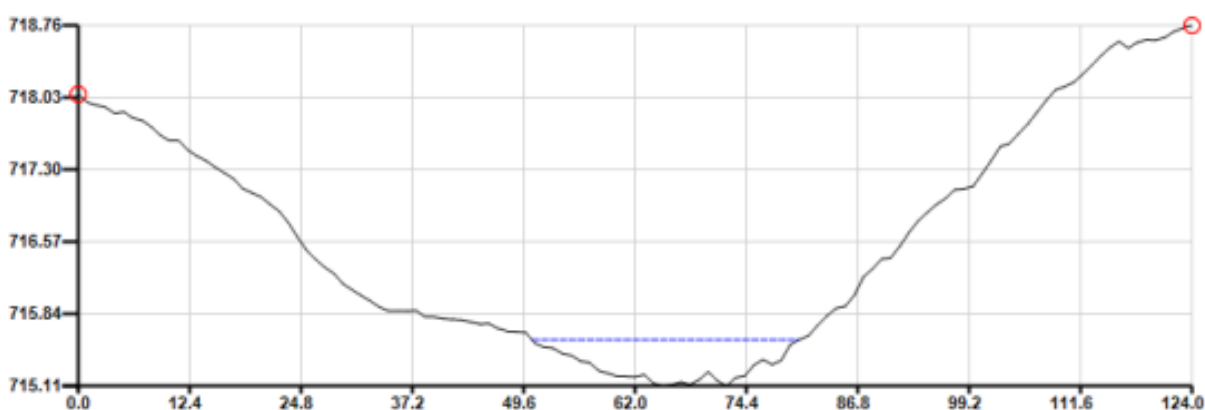
The submitted Stormwater Master Plan does provide an assessment of flooding and hydrology.

“Flows in the two surrounding water courses (both offsite) were assessed to determine the risk of potential riverine flood impact on The Site. No previous detailed flood studies of the area could be found. The unnamed creek to the west of the Site has an upstream catchment of 180ha. The RFFE model was utilised to obtain a concept flow for assessment. The upper 95% confidence flow was selected to provide a conservative assessment of the predicted flows. The 1%AEP event was determined to be 47.2m³ /s (median flow 17.3 m³ /s). The flood level in the creek was then determine from a PC convey section taken from the creek perpendicular to the low point of The Site (North West corner).



Predicted flood level within the creek (West and North West of Site) with the red circle on the right of the section representing the Site boundary

“The Site boundary is 8m higher than the calculated creek flood level, and therefore no risk of riverine flooding from this unnamed creek on the Site was determined without the need for further detailed analysis. The same methodology was applied to the drainage depression to the South of the site. This drainage depression has a catchment of 20ha. The upper 95% confidence flow was determined as 10.5m³ /s (median flow 3.95 m³ /s).



Predicted flood levels (drainage depression to south of site). The Site Boundary is to the right of the figure (red circle).

“The Site boundary is 3m higher than the calculated flood level, and therefore no risk of flooding was attributed to this drainage line without the need for further detailed analysis. It was therefore deemed that there is no existing flood risk from riverine flooding to the proposed development site. As the site is located significantly higher than the surrounding

watercourse detailed hydraulic modelling is not seen as necessary to confirm this assertion."

The submitted report concludes that the site has no perceived flood risk due to its elevation compared to surrounding drainage paths.

Ministerial Direction 4.1 states that a Planning Proposal must not permit residential development in a floodway. It is considered that due to the elevation of the site in relation to the watercourses, that the site is not affected by riparian or overland flooding in any design event.

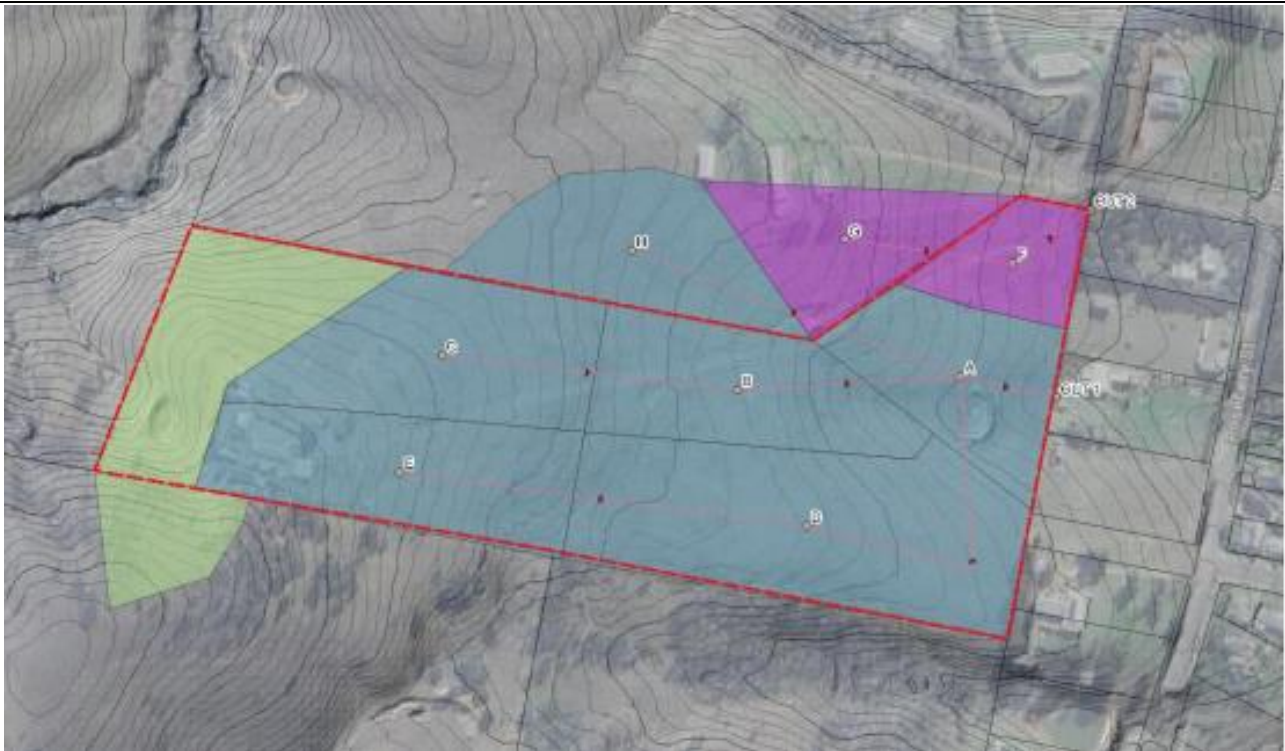
Drainage

The site generally drains in three directions with the flow paths and catchments indicated on the figures below.



Flow Paths

Most of the site drains toward Covan Street, with a small area indicated in green which drains to the rural land to the west and the purple area which drains towards King Street as shown on the catchment plan below.

**Catchment Plan**

The submitted Stormwater Master Plan considers the catchment scape in relation to the proposed concept design. The Plan found that:

- Internal site flows can be managed and conveyed by vegetated roadside swales – to be sized during future detailed design phases.
- Nuisance flows exiting the site will be diverted to and conveyed by the road network removing residual risk to external allotments. Peak flows can be managed at all site outfall locations to be less than the predeveloped flows. A singular retarding basin is required to achieve this and is shown indicatively on the Concept Layout and Master Plan (refer Lot 5 – Concept Master Plan – Attachment ...).

Aboriginal Cultural Heritage and European Cultural Heritage

- Aboriginal Cultural Heritage

An Aboriginal Cultural Heritage Due Diligence Assessment [dated 24 July 2023] was prepared in accordance with the Due Diligence Code of Practice (OEH 2010) to provide information in relation to Aboriginal cultural heritage that is, or may be present, within the subject site. The Due Diligence Assessment identified one (1) heritage site consisting of two (2) chert flakes within the project area. As a result of the likely impacts to this heritage site because of the future development proposed, an Aboriginal Cultural Heritage Assessment Report (ACHAR) was prepared to determine the extent and significance of the impact.

Consultation was undertaken in accordance with the Consultation Guidelines for Proponents NSW (DECCW 2010a) with a number of Registered Aboriginal Parties (RAPs). As a result of the assessment, the Aboriginal heritage site (KST1 57-3-0538) was found to hold low significance (being common to the area and low in density) and would not preclude future development of the site provided that the following recommendations are implemented:

- *An Aboriginal heritage Impact Permit (AHIP) will be required to allow works to proceed. No impacts can occur to the heritage site prior to the approval of an AHIP by NSW Heritage.*

The area of the AHIP will cover the entire area of the subject site, as construction impacts will be widespread and extensive. The area of the proposed AHIP area is shown in ACHAR Figure 9.

- *Surface collection of Aboriginal heritage site (KST1 57-3-0538) will be required. The surface collection will consist of returning to the site location, marking GPS locations of artefacts, labelling and bagging each artefact for analysis. The surface collection will follow the methodology set out in Section 8.1 of the ACHAR.*
- *The recovered artefacts from the surface collection will be returned to country. A return to country location has been suggested to the RAPs for their consideration. The location and methodology to be followed are provided in Section 8.1.2 of the ACHAR.*
- *An AHIP Compliance works report will be submitted to NSW Heritage including the results of the surface collection and return to country at completion of works. o Site Impact card with updated details will be submitted to AHIMS for inclusion into the database at completion of works.*
- *It is an offence to disturb an Aboriginal site without an AHIP as all Aboriginal objects are protected under the NSW National Parks and Wildlife Act 1974. Should any Aboriginal objects be encountered during works outside of the AHIP area, then works must cease and a heritage professional contacted to assess the find. Works may not recommence until cleared by NSW Heritage*
- *Continued consultation with the RAPs for the project should be undertaken. RAPs should be informed of any major changes in project design or scope, further investigations or finds.*

Based on the above, it is considered that the re-zoning request would satisfy Section 9.1 Ministerial Direction No. 3.2 – Heritage Conservation and the relevant requirements of the National Parks and Wildlife Act 1974.

- European Heritage

As previously stated, the site is not located within proximity to any items of European environmental heritage listed under the Goulburn Mulwaree Local Environmental Plan. The closest heritage item is the Tarago Train Station. Due to the topography and distance of the site from the station (700m) it is considered that the proposal will have not have a negative impact on the significance of the station and its setting.

Agricultural Viability

The subject land is not mapped as being State Significant Agricultural Land.

A Land Capability Assessment has been submitted in support of the proposal which found the soils of the subject land are generally of low agricultural value, which is reflected by the historical grazing land use and groundcover of unimproved perennial pastures. Due to the subject site's small size, being circa 10.2 hectares and coupled with the land's poor soil quality, the continued use of the land for small-scale livestock grazing practices is not a viable commercial enterprise. Viability is further compromised given the site's location, being close to (or in this case immediately adjacent to) village settlement – where the land comes under further pressure from higher land values, domestic animals, and other peri-urban impacts.

Given the above, the proposed re-zoning will have minimal impact on the agricultural productivity of the region. Therefore, the proposal is justifiably inconsistent with Ministerial Direction No. 9.1 – Rural Zones and consistent with Ministerial Direction No. 9.2 – Rural Lands as well as *State Environmental Planning Policy (Primary Production) 2021*.

Traffic

The proposal is identifying a site capability for up to 28 residential lots. The site can directly access two streets being King and Covan Streets which directly link to the existing residential area.

The submitted Traffic Impact Assessment found:

The 2016 Method of Travel to Work data for the Goulburn Mulwaree LGA suggests that a large proportion (76 per cent) either drive or is a car passenger to get to work, with only a small proportion using public or active transport. Approximately 77 per cent of residents live and work within the LGA, while 19 per cent work outside of the LGA, with the ACT being the most common work destination. There are currently no public transport options within 800m walking distance of the site.

The site is approximately 700m (via King/Goulburn Streets) to the west south west of Tarago Train Station, with trains running between Canberra and Sydney. A Train Link bus service runs from Goulburn to Tarago 4 times a week every 4 hours. PBC Bus company also runs school bus services (primarily along Braidwood Road). Active transport facilities in proximity to the site are limited to a footpath along the western side of Goulburn Street.

Infrastructure upgrades are required to the site's future proposed external access points at the Covan Street / Rosebery Street intersection and the King Street cul-de-sac. A new internal road network will also be introduced as part of the future development of the site. No public transport upgrades are expected to be required because of the negligible increase in demand of public transport services from future residents of the future development of the site.

There are currently no footpaths along King Street and Covan Street which are the key access routes to the site. With the future development of the site, additional footpaths along these routes, as well as along the internal road network, should be considered to improve connectivity to the wider street network.

The submitted Traffic Impact Assessment concludes:

The scale of additional vehicle trips in the network is less than 30 vehicles per hour in the peak periods, which is insignificant in terms of the general traffic variance of the network. This level of increase in traffic will not exceed the environmental capacity of the surrounding local residential streets (of 300 veh/hr). The regional roads surrounding the site are expected to be able to cater for these volumes.

Infrastructure upgrades are however required to the site's future proposed external access points at the Covan Street / Rosebery Street intersection and the King Street cul-de-sac. A new internal road network will also be introduced as part of the future development of the site.

No public transport upgrades are expected to be required because of the negligible increase in demand of public transport services from residents of the future development of the site.

There are currently no footpaths along King Street and Covan Street which are the key access routes to the site. With the future development of the site, additional footpaths along these routes, as well as along the internal road network, should be considered to improve connectivity to the wider street network.

The future upgrades to the intersections of King and Covan Streets will be directly attributable to the proposed development and would be detailed on plan and form the part of any future development consent. Footpath connectivity of the site to the existing footpath should also be considered with the future development of the site.

Internal Referrals

Utilities Directorate (Water and Sewer Servicing)

Utilities Directorate provided advice on water/sewer servicing for Tarago in the development of the Tarago Village Housing Strategy. There are no plans to provide reticulated water/sewer connectivity for Tarago due to costs and environmental constraints.

Water and effluent management will be via onsite systems.

Operations Directorate (Traffic, Access, Drainage)

Council's Engineering Contractor to Operations provided the following assessment of traffic, access and drainage:

"I have reviewed the Master Plan, SWMP [Stormwater Master Plan] and TIA [Traffic Impact Assessment] documents as well as visiting the site and can offer the following comments:

1. Master Plan:

- a. There are 2 access points proposed, being from the existing cul-de-sac in King St and from a proposed extension of Covan St. Both appear reasonable, subject to further details and assessment.*
- b. Road reserve widths and carriageway widths are indicated to be 20m and 7.5m respectively. The road reserve width meets Council's requirements, but the carriageway width may need to be widened unless there are good reasons (drainage, aesthetics, rural reasons, tree planting, no requirement for on-street parking) to leave it at 7.5m.*

2. Stormwater Management:

- a. The report is quite detailed and comprehensive.*
- b. The methodology and use of AR&R 2019 is satisfactory.*
- c. It recognises and addresses the possible downstream effects of the development.*
- d. The summary at point 2.4 is reasonable.*
- e. On the site inspection, it was discovered that there is a significant pipeline running in Roseberry St from no26/28 across the street and then through no 27 Roseberry St. I have attached an aerial photo of its location. The development will need to connect to this system to effectively drain the site. A drainage easement, in favour of Council, will need to be created and pipeline constructed to reach this point. Further detailed investigation and design work will be required.*
- f. There is no street drainage in King St, so that will also require detailed investigation to determine whether or not an upgrade to the street drainage is required.*
- g. The requirements for water quality measures are satisfactory, subject to final design etc.*
- h. It recognises that Council will eventually manage the roadside swales and bioretention basin and will require a suitable OEMP.*
- i. It addresses the NorBe requirements.*
- j. It addresses the requirements for soil and water/erosion control. It uses the industry standard document "Blue Book" for design purposes.*

3. Traffic Impact:

- a. The report nominates the extension of Covan St to be the main access point.*
- b. It acknowledges that there are no footpaths serving the proposed development. Council may require some footpath works but may struggle to justify them.*
- c. It suggests that there will be minimal on-street parking as the lots are large and off-street parking will be provided.*
- d. It lists the likely road network upgrades to be the King St cul-de-sac, Covan St extension and the internal network. These appear reasonable, although some extra works may be required in King St and Covan St upon more detailed assessment."*

Comment: Operations generally agrees with the finding of the various assessments submitted with the proposal and identifies that the nature of most of the upgrades required for traffic/access, and drainage are more relevantly related to the development application stage. There are no matters identified which would suggest that the site is not capable of development or implying major infrastructure upgrades to Council's existing infrastructure in the locality. A footpath linking the site to the existing path at Goulburn Street is a matter for further consideration at DA stage or possibly as a matter for a planning agreement.

Environment and Biodiversity Assessment Officer (Biodiversity)

Council's Environment and Biodiversity Assessment Officer has reviewed the submitted Biodiversity Assessment and observed:

"The report provided by Capital Ecology is not a formal BAR (Biodiversity Assessment Report). However, it has applied the BAM [Biodiversity Assessment Method] 2020 and biodiversity assessment of the site has followed BAM Stage 1 assessment methodology. Sufficient information has been collected to form the basis for a BDAR.

Desktop and field surveys have been adequate."

The following contains relevant extracts of Council's Environment and Biodiversity Officer's assessment of the submitted Biodiversity Report following a site inspection:

"Surveys have confirmed that the ground cover layer on most of the property has been modified by agricultural practices and almost entirely replaced by exotic pasture species and weeds.

Surveys have confirmed presence of a small area of PCT 3744 Palerang Hills Peppermint Dry Shrub Forest on the southwestern corner of the land.

PCT 3376 Southern Tableland Grassy Box Woodland was not found to be present on the land, but there is some derived native grassland which has been identified in the report as being PCT 3338 Goulburn Tableland Frost Hollow Grassy Woodland.

This is justified due to presence of regenerating Snow Gum Eucalyptus pauciflora in the vicinity, and the presence of the community on similar land in the broader Tarago area."

And in relation to fauna:

"The Capital Ecology reptile survey (utilising tile grids for surveying Striped Legless Lizard Delma impar) did detect one threatened fauna species, the Little Whip Snake Suta flagellum, which is listed as a Vulnerable species in NSW. This is a significant record as this species has not previously been recorded in the Tarago area, although it is well known from the Bungendore area and there are records located approximately 20 kilometres to the southwest of 41 King Street, Tarago.

It is highly likely that Little Whip Snakes are present on other properties in the Tarago area, and that the lack of records in the local area is due to a lack of formal surveys.

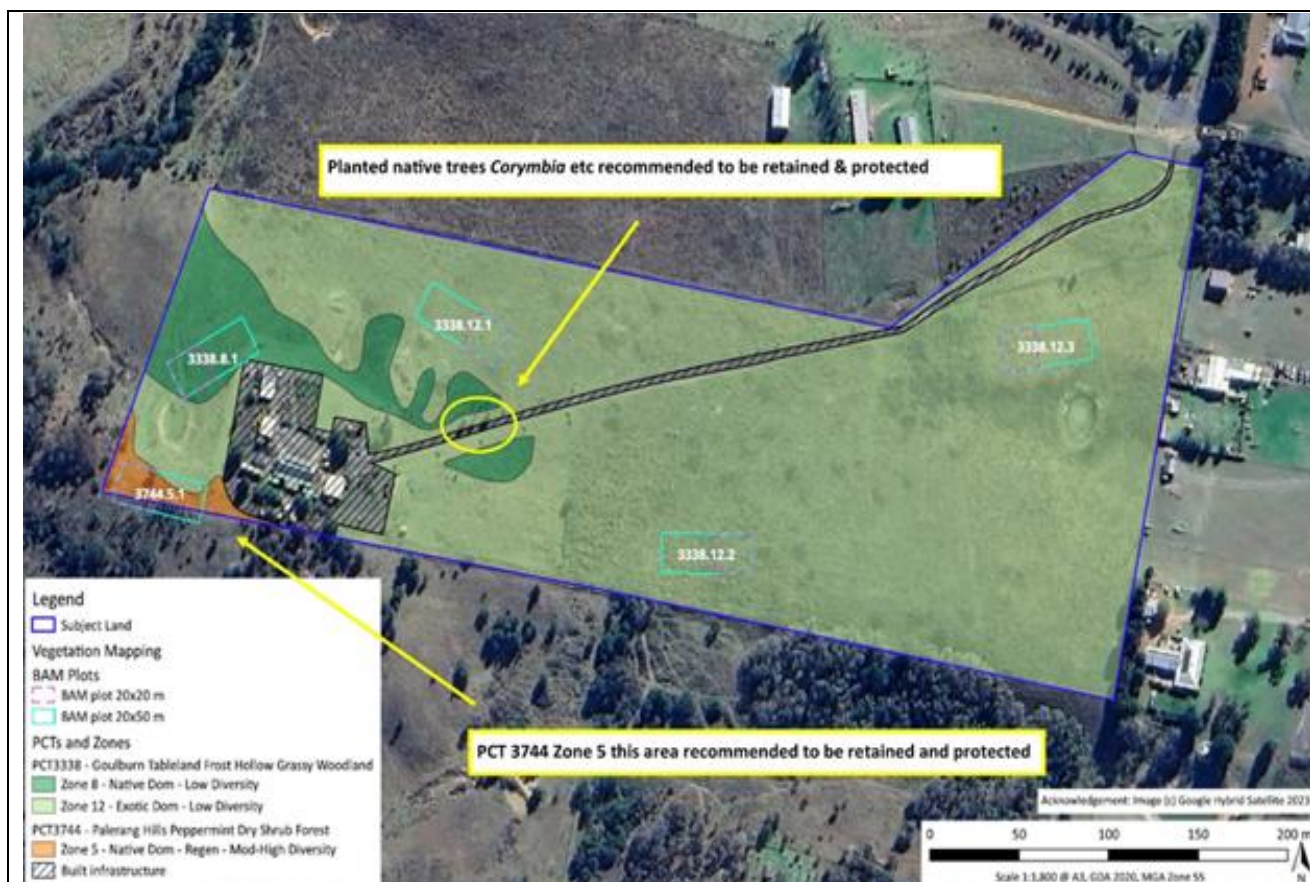
Given the already highly degraded nature of the site, and the presence of much higher quality habitat on adjoining lands, it is not likely that the proposed activity will have a significant impact on the local occurrence of the species, but it has to be concluded that the proposed activity will remove approximately 9.16 hectares of potential habitat and this will require purchase and retirement of BOS species credits for the Little Whip Snake.

The assessment concludes:

Although most of the land has been cleared and does not support high quality native vegetation, the proposed eventual subdivision design needs to take into consideration the BC Act & Regulation requirement for demonstration of the application of the biodiversity hierarchy of Avoid – Minimise – Mitigate.

This can be achieved by:

- Retention and protection of remnant native vegetation mapped as PCT 3744 Zone 5 in the southwestern part of the land. (Avoid impacts on the highest quality biodiversity values).
- Retention of the group of native trees planted along the driveway near the existing dwelling, and consideration of planting more trees in this area.
- Consideration of revegetation zones/screens/buffers in the concept plant for compensatory replanting with trees representative of the local area, such as Snow Gum *Eucalyptus pauciflora*, Brittle Gum *Eucalyptus mannifera*, Inland Scribbly Gum *Eucalyptus rossii*, Black Sheoak *Allocasuarina littoralis*. Such plantings will create habitat and help with restoring landscape connectivity, and improve aesthetic values of the proposed subdivision.
- Street tree plantings should consider use of suitable native tree species and cultivars such as Dwarf Yellow Bloodwood *Corymbia eximia nana*, Dwarf Red Spotted Gum *Eucalyptus mannifera* 'Little Spotty' and Dwarf Snow Gum *Eucalyptus pauciflora* 'Little Snow Man' in preference to exotic species such as Ornamental Pears (*Pyrus* species and cultivars).
- Developing and implementing a clearing protocol for managing potential impacts on Little Whip Snake and any other fauna that may be impacted by works. This would need to be prepared and managed by an accredited fauna ecologist.
- Preparation of a BDAR – calculation of required BOS credits to mitigate for residual impacts of the proposed activity that cannot be avoided, in particular removal of 9.16 hectares of Little Whip Snake habitat.



Plant Community Types (PCTs) and Zones [Locations]

Comment: The site is generally highly degraded in relation to biodiversity present. The two areas identified for potential protection are plant community type (PCT) 3744 Palerang Hills Peppermint

Dry Shrub Forest Zone 5 shown orange in the above figure to the southwest of the site, and an area of planted native trees identified in a central part of the site in the figure above. Consideration is required in order to determine the appropriate planning approach to address conservation and the Ministerial Direction. Whilst Council could zone this area as C2 Environmental Conservation, it covers a very small portion of the site. Furthermore, the site and surrounding lots are currently zoned RU2 Rural Landscape. The adjoining sites to the west and south of the PCT 3744 Zone 5 area are not identified in the Strategy for future release. Therefore, any rezoning of the PCT 3744 Zone 5 area will result in a very small, isolated area of C2 Zoning. Given the topography of the site and proximity to the boundary it is highly unlikely that this location would be required for a dwelling or any other ancillary purposes.

The concept plan of subdivision identifies this portion of the site as having 2000m² lots which are of a sufficient size to avoid the development of this portion. It is considered given the location and size that the best approach is for the subdivision to include an 88B restriction under the *Conveyancing Act* on the land title to restrict development in this location. In relation to the planted area of native trees in the central portion for the site, this is a matter for consideration at the DA stage also as it may be possible to integrate the retention of the trees with the large lot sizes proposed.

Given the above, it is considered that the re-zoning request would be consistent with the relevant Section 9.1 Ministerial Directions in relation to biodiversity and conservation as well as the relevant requirements of *State Environmental Planning Policy (Biodiversity and Conservation) 2021*.

Local Infrastructure Contributions Plan (LICP) 2021

The site is identified within the Rural Catchment of the LICP 2021. There are no significant infrastructure upgrades identified that are associated with this proposal, therefore no change to the existing contributions plan in relation to this proposal is required.

Ministerial Directions

The following Ministerial (Local Plan Making) Directions under section 9.1(2) of the NSW Environmental Planning and Assessment Act would apply to this planning proposal:

- Implementation of Regional Plans
- Heritage Conservation (Aboriginal Cultural Heritage)
- Sydney Drinking Water Catchments
- Flooding
- Planning for Bushfire Protection
- Remediation of Contaminated Land
- Integrating Land Use and Transport
- Residential Zones
- Rural Lands

In principle, it is considered that the Planning Proposal and supporting documentation can address the requirements of the relevant Ministerial Directions. Further referral and assessment of the submitted documentation will be undertaken with the relevant State agencies which may result in the need for additional information and clarification as necessary. Council is required to undertake pre-Gateway consultation with Water NSW but can also use this time to make referrals to the other

relevant agencies including NSW RFS and NSW Department of Climate Change, Energy, the Environment and Water (Biodiversity Conservation Division).

Conclusion and Recommendation

The proposal meets the strategic merit test in relation to State Policy and Council's *Tarago Village Housing Strategy*. The land to the east is the existing fringe of the Tarago village's residential area, with the site being contiguous to the RU5 Village zone.

There are no identified constraints to the site which would suggest that the site is capable of residential development with a minim lot size of 2000m².

Additional residential development in Tarago will assist in supporting the existing services provided to the village and will contribute to the variety of local housing supply in the LGA.

It is recommended that Council undertake a planning proposal to rezone the site to RU5 Village with an associated minimum lot size of 2000m².

FINANCIAL IMPLICATIONS

There are no financial implications identified at this point in the process in relation to this planning proposal.

LEGAL IMPLICATIONS

There are no legal implications identified at this point in the process in relation to this planning proposal.

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22 February 2024

Kate Wooll
Business Manager Strategic Planning
Goulburn Mulwaree Council
Locked Bag 22
Goulburn NSW 2580

By email – kate.wooll@goulburn.nsw.gov.au and council@goulburn.nsw.gov.au

REQUEST FOR RE-ZONING PLANNING PROPOSAL

Proponent: Terry Geoghegan and Susan Buckley
Description: Re-Zoning of Land to Change the Applicable Land Use Zone and to Reduce the Prescribed Minimum Lot Size Provision
Property: Lot 3 DP1118635, No. 41 King Street, Tarago NSW 2580

Dear Kate,

We are acting on behalf of the landowners of Lot 3 DP1118635, No. 41 King Street, Tarago who are requesting that Goulburn-Mulwaree Council prepare a Planning Proposal to re-zone the subject landholding.

In preparing this request, the following technical input has been referenced and is provided to Goulburn-Mulwaree Council to support the preparation of the re-zoning Planning Proposal:

- Aboriginal and Historical Cultural Heritage and Archaeological Report, prepared by Past Traces, dated 6 November 2023.
- Biodiversity Assessment Method Assessment – Summary of Methods and Results, prepared by Capital Ecology, dated 21 February 2024.
- Bushfire Assessment Report, prepared by Ember Bushfire Consulting, dated 1 December 2023.
- Concept Layout and Master Plan, prepared by Place Logic, dated July 2023.
- Land Capability Assessment, prepared by Franklin Consulting Australia Pty Ltd, dated 23 October 2023.
- Limited Detailed Site Investigation, prepared by Murrang Earth Sciences Pty Ltd, dated 21 July 2023.
- Stormwater Master Plan, prepared by Spiire Australia Pty Ltd, dated 20 November 2023.
- Traffic Impact Assessment, prepared by SCT Consulting Pty Ltd, dated 19 July 2023.

This re-zoning request has been prepared in alignment with the outcomes of two (2) separate pre-lodgement meetings with Goulburn-Mulwaree Council staff on 23 September 2022 (refer to Meeting Minutes at **Attachment 1**) and 29 March 2023. It is important to note that the second meeting was held to re-affirm the outcomes of the first meeting given the time that had surpassed.

Objective of Proposed Rezoning Request

The objective of this request is for Goulburn-Mulwaree Council to prepare a Planning Proposal seeking to amend the Goulburn-Mulwaree Local Environmental Plan 2009 (**GMLEP 2009**) by re-zoning the subject land from RU2 Rural Landscape to RU5 Village and by reducing the minimum lot size provision from 100 hectares to 2,000 square metres.

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Background Context

Site Description

Lot 3 DP1118635, No. 41 King Street, Tarago (refer to **Figure 1** below) is currently owned by Terry Geoghegan and Susan Buckley.

The subject land has an area of approximately 10.2 hectares and is currently developed for rural residential purposes, with a dwelling house and ancillary structures positioned within the southwest corner of the allotment – setback approximately 300 metres to King Street. Vehicular access to King Street is via an existing driveway arrangement that traverses the allotment northeast – southwest.

The subject land is not connected to reticulated water or sewer services, which is characteristic for Tarago village. As such, the existing rural development is self-sufficient in relation to the management of potable water and effluent.

The subject land has been substantially modified by its past land uses, which have included clearing of all woody vegetation, grazing and cultivation of some paddocks. As a result, the majority of the subject land is characterised by derived grassland/pasture with predominantly exotic grasses, agricultural weeds and low forb diversity. No areas of the subject land have been identified on the NSW Biodiversity Values Map and being of high biodiversity value.

The topography across the subject land is gently undulating, with elevation ranging from 705m Australian Height Datum (AHD) in the northeast to 735m AHD in the southwest.

The subject land together with the existing Tarago village drain towards the Mulwaree River, which runs along the eastern edge of the Tarago village extent (circa 1km distant to the east). The land is therefore located within the Sydney drinking water catchment and required to demonstrate a neutral or beneficial effect (NorBE) on water quality. It is noted that the watercourses to the west and south of the subject land are mapped in Water NSW mapping. The watercourse south of the subject land is not a perennial stream.

Under the provisions of the GMLEP 2009, the subject land is zoned RU2 Rural Landscape with a corresponding minimum lot size of 100 hectares. In general, the entirety of the subject allotment is proposed to be re-zoned RUS Village with a corresponding minimum lot size of 2,000 square metres.

Extracts from the current Land Zoning Map (LZN_002A) and Lot Size Map (LSZ_002A) are included at **Attachment 2**.

Site Context

The subject land is located within the rural fringe west of the Tarago village extent – approximately 40 kilometres south of the Goulburn CBD and approximately 70 kilometres northeast of Canberra.

Adjoining and adjacent lands to the north, west and south are zoned RU2 Rural Landscape and are typically characterised by a rural/rural residential lot pattern offering a variety in lot shapes and sizes. Rural dwellings of various architectural styles and age are present together with established rural surrounds – all characterised by cleared, thinned or regenerating vegetation.

Land adjoining and adjacent to the east is zoned RUS Village and is predominantly characterised by residential developments of various architectural style and age. The village also accommodates a number of commercial and community developments, including a fire brigade and police station, historic railway station, public school (Kindergarten to year 6), café, historic hotel and bar (Loaded Dog Hotel), town hall, convenience store, service station and two (2) churches.

Figure 2 below shows the subject land within its immediate local context.

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Figure 1: Subject Land – outlined red ([MapBrowser](#) | [Nearmap](#), image dated 2 April 2021)



Figure 2: Local Site Context ([MapBrowser](#) | [Nearmap](#), image dated 2 April 2021)

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Rationale for Proposed Re-Zoning Request

Tarago Village Housing Strategy

With regard to Council's adopted *Tarago Village Housing Strategy* (TVHS), the subject land is noted to be within Precinct 1C, which was identified as providing the most realistic potential for village expansion on the basis that it is relatively unconstrained and:

- Is contiguous with existing RU5 Village zoned land west of the Goulburn Bombala Railway.
- Is gently to moderately sloping and generally unconstrained in relation to dwelling construction and effluent management/disposal.
- Is elevated above the Mulwaree River floodplain.
- Is suitably distanced from existing watercourses in relation to the provision of buffers for on-site effluent management/disposal.
- Is suitably distanced from the Goulburn Bombala Railway in relation to acoustic amenity and potential for land contamination.
- Has connectivity to King Street and Covan Street for bushfire evacuation.
- Has previously been cleared as part of the past agricultural use and as such, is likely to comprise limited biodiversity value.
- Avoids State significant agricultural land.

A mark-up extract of the TVHS is included below at **Figure 3**.

In relation to Precinct 1C, the TVHS states:

'Precinct 1C is considered to be relatively unconstrained due to slope (elevated above the flood plain but not steep), lesser density of water courses, cleared land with non-native grass land, two road access from Covan and King Streets (for bushfire evacuation) and is contiguous.'

'Conclusion:...the smaller western investigation area [1C] has some capacity for unsewered development, with the least risk to water quality being presented for a minimum lot size (MLS) of 4,000m² – 2 ha. Smaller lot sizes (2,000 – 4,000 m²) may be possible in areas of LOW to MODERATE risk, but this would need further site investigation regarding site constraints. We would generally not be supportive of any MLS below 2,000m².'

In response to the findings of the TVHS, this request for re-zoning seeks to facilitate a future village subdivision to create up to twenty-eight (28) allotments ranging in size from 2,000 square metres to 5,000 square metres, including one (1) allotment for the provision of stormwater management/urban open space.

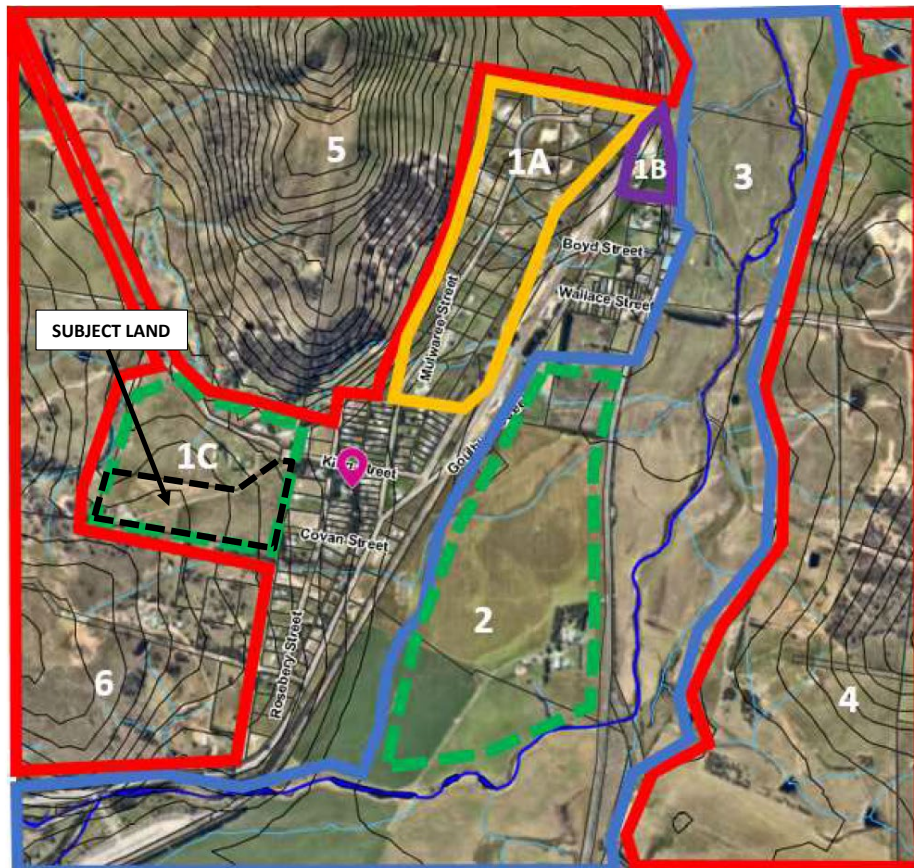
An extract from the conceptual subdivision layout plan is included at **Attachment 3** for information purposes only¹. Refer to the Concept Layout and Master Plan prepared by Place Logic included with this request.

In our opinion, the proposed re-zoning and future developed outcome would be consistent with the TVHS in that it would provide an opportunity for additional village development whilst preserving the established rural village setting and areas of ecological and resource value.

¹ The proposed future subdivision of the land would form part of a separate and distinct Development Application (DA), which would only be submitted to Council following favourable Gateway determination of the re-zoning Planning Proposal. As such, the Conceptual Subdivision Layout Plan is included with this request for re-zoning so as to assist with demonstrating the viability of the request.

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Further to the above, site specific assessments have been prepared by qualified technical consultants to address matters such as biodiversity, contamination, Aboriginal cultural heritage, bushfire risk, stormwater and wastewater management and traffic impact. A summary of the key findings of these technical assessments is included below. In short, the technical assessments demonstrate that the subject land is suitable for the intended future use as envisioned by the TVHS.



Biodiversity

A Stage 1 Biodiversity Assessment Method (**BAM**) Assessment [dated 21 February 2024] has been prepared by Capital Ecology.

The purpose of the Stage 1 BAM Assessment was to document the ecological values of the subject land and to determine and assess the likely impacts of the proposed re-zoning and future development on habitat for terrestrial flora and fauna species and ecological communities listed pursuant to the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* (**EPBC Act**) and/or the NSW *Biodiversity Conservation Act 2016* (**BC Act**).

In summary, the Stage 1 BAM Assessment determined that the subject land supports the following significant biodiversity values:

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- 0.84 hectare of BC Act native vegetation.
- 9.16 hectares of potential habitat for the Little Whip Snake.
- Potential marginal foraging habitat for threatened woodland birds.

With consideration of the land use history of the subject land and the resulting highly degraded current condition of the vegetation and other ecological values present within, Capital Ecology considers the re-zoning and future development of the subject land to be a reasonable proposition.

As a result of the proposed minimum lot size reduction, future development of the subject land will likely trigger the Biodiversity Offset Scheme (**BOS**) and the requirement for the preparation of a Biodiversity Development Assessment Report (**BDAR**). Notwithstanding, given that the vegetation and habitat within the subject land has been found to be highly degraded, and that its assessed biodiversity values pose a low degree of constraint to development, Capital Ecology believes that the future BDAR will result in little to no offset credit liability.

Given the above, it is considered that the re-zoning request would be consistent with the relevant Section 9.1 Ministerial Directions in relation to biodiversity and conservation as well as the relevant requirements of State Environmental Planning Policy (Biodiversity and Conservation) 2021.

Contamination

A Limited Detailed Site Investigation (**LDSI**) for contaminated land [dated 21 July 2023] was prepared by Murrang Earth Sciences Pty Ltd to assess the potential for contamination at the subject site based on past and present land uses and to comment on the need for further investigation and/or management with regard to the proposed re-zoning request and future intended village outcome.

Two (2) sources of contamination were considered to occur at the subject site, including pesticides and mine tailings, slag and dust. In response, ten (10) locations were tested via samples collected from the A Horizon and the top of the B Horizon at each location. This sampling regime was considered appropriate for the size of the site and on the basis that the sources of contamination would be at the ground surface level only.

The results of the samples analysis found that the chemicals of concern were below the adopted assessment criteria in all instances. On this basis, the chemicals of concern were found to not present an unacceptable risk to human health or to the environmental receptors at the site. Therefore, the site was deemed to be suitable for the future intended village use with no remediation necessary.

Given the above, the proposed re-zoning request would be consistent with Section 9.1 Ministerial Direction No. 4.4 – Remediation of Contaminated Land and the relevant requirements of Chapter 4 – Remediation of Land of State Environmental Planning Policy (Resilience and Hazards) 2021.

Aboriginal and Historic Cultural Heritage

Aboriginal Cultural Heritage

An Aboriginal Cultural Heritage Due Diligence Assessment [dated 24 July 2023] was prepared by Past Traces Pty Ltd in accordance with the *Due Diligence Code of Practice* (OEH 2010) to provide information in relation to Aboriginal cultural heritage that is, or may be present, within the subject site.

The Due Diligence Assessment identified one (1) heritage site (KST1 57-3-0538) consisting of two (2) chert flakes within the project area. As a result of the likely impacts to this heritage site as a result of the future development of the land, Past Traces Pty Ltd was commissioned to prepare an Aboriginal Cultural Heritage Assessment Report (**ACHAR**) to determine the extent and significance of the impact.

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As required, consultation with the Aboriginal community was undertaken to assist Past Traces Pty Ltd in assessing the significance of any identified heritage sites and to provide guidance in the development of culturally appropriate management strategies. Consultation was undertaken in accordance with the *Consultation Guidelines for Proponents NSW* (DECCW 2010a) with a number of Registered Aboriginal Parties (**RAPs**).

As a result of the assessment, the Aboriginal heritage site (KST1 57-3-0538) was found to hold low significance and would not preclude future development of the site provided that the following recommendations are implemented:

- An Aboriginal heritage Impact Permit (**AHIP**) will be required to allow works to proceed. No impacts can occur to the heritage site prior to the approval of an AHIP by NSW Heritage. The area of the AHIP will cover the entire area of the subject site, as construction impacts will be widespread and extensive. The area of the proposed AHIP area is shown in ACHAR Figure 9.
- Surface collection of Aboriginal heritage site (KST1 57-3-0538) will be required. The surface collection will consist of returning to the site location, marking GPS locations of artefacts, labelling and bagging each artefact for analysis. The surface collection will follow the methodology set out in Section 8.1 of the ACHAR.
- The recovered artefacts from the surface collection will be returned to country. A return to country location has been suggested to the RAPs for their consideration. The location and methodology to be followed are provided in Section 8.1.2 of the ACHAR.
- An AHIP Compliance works report will be submitted to NSW Heritage including the results of the surface collection and return to country at completion of works.
 - Site Impact card with updated details will be submitted to AHIMS for inclusion into the database at completion of works.
- It is an offence to disturb an Aboriginal site without an AHIP as all Aboriginal objects are protected under the NSW National Parks and Wildlife Act 1974. Should any Aboriginal objects be encountered during works outside of the AHIP area, then works must cease and a heritage professional contacted to assess the find. Works may not recommence until cleared by NSW Heritage
- Continued consultation with the RAPs for the project should be undertaken. RAPs should be informed of any major changes in project design or scope, further investigations or finds.

Based on the above, it is considered that the re-zoning request would satisfy Section 9.1 Ministerial Direction No. 3.2 – Heritage Conservation and the relevant requirements of the *National Parks and Wildlife Act 1974*.

European Cultural Heritage

The subject land is not listed on the State Heritage Register.

Under the provisions of the Goulburn-Mulwaree Local Environmental Plan 2009 (**GMLEP 2009**), the subject land is not identified as:

- being within, or within proximity to, a heritage conservation area; or
- comprising, or within proximity to, a locally listed heritage item.

It is noted that the Tarago Railway Station is listed on the State Heritage Register as well as at Schedule 5 of the GMLEP 2009. The site of the Tarago Railway Station is situated approximately 560m to the northeast and is physically separated from the subject land via the existing developed Tarago village extent. It is therefore considered that the proposed re-zoning and future development of the subject land will have no impact on the heritage values of the Tarago Railway Station.

Based on the above, it is considered that the re-zoning request would satisfy Section 9.1 Ministerial Direction No. 3.2 – Heritage Conservation and the relevant requirements of the *Heritage Act 1977*.

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Bushfire

The subject land is mapped as bushfire prone (Vegetation Category 3).

As such, a Strategic Bushfire Assessment Report (**SBAR**) [dated 29 January 2024] has been prepared by EMBER Bushfire Consulting to accompany this request for re-zoning.

The SBAR demonstrates that the proposed re-zoning request satisfies Ministerial Direction No. 4.3 – Planning for Bushfire Protection and the requirements of the *Rural Fires Act 1997* and Planning for Bushfire Protection 2019 via the provision of compliant bushfire protection measures, including compliant asset protection zones (**APZs**), landscaping and road access design, construction standards, water supply and underground electrical services.

Potable Water and Wastewater Management

The subject land does not have access to reticulated potable water or sewer and as such, any future development of the subject land would need to be self-sufficient in relation to the management of potable water and effluent.

In relation to potable water, any future subdivision and development of the land would need to rely on roof rainwater catchment, large volume tank storage and reuse, which is an acceptable and viable water supply initiative for development in un-serviced areas.

To ensure the viability of roof catchment and tank storage as the primary potable water supply, there are a number of measures that could be employed, including mandating minimum roof catchment areas, minimum tank storage requirements and water saving fixtures. It is to be noted that the final suite of measures to provide viable potable water supply to any future village allotment would be detailed as part of any subsequent Development Application process.

With regard to effluent management, a Land Capability Assessment has been prepared by Franklin Consulting Australia Pty Ltd (dated 23 October 2023). The results of that Assessment confirm that the site and soil conditions are considered suitable for the on-site management of effluent via a range of disposal options. Notwithstanding, a site-specific Site and Soil Assessment for On-Site Effluent Management would be required as part of the future Application process for the development of the individual village allotments. The site-specific Assessment would establish the most appropriate wastewater management system for the nature of the development proposed.

Traffic

A Traffic Impact Assessment [dated 19 July 2023] was prepared by SCT Consulting Pty Ltd to assesses the likely impact of the future development of the site in terms of the net increase in trips generated, connectivity and access to the surrounding road network, car parking requirements, public and active transport facilities, and any potential infrastructure upgrades.

Based on an assumed allotment yield of 30 – 35 lots, the Traffic Impact Assessment concludes the following:

- Future development of the site is likely to be accessed via King Street and Covan Street. Based on a yield of 30 residential dwellings, the future proposed development is expected to generate 26 vehicles in the AM and PM peak hours respectively and 270 vehicle trips per day. If each of the allotments were to be developed with a dual occupancy, the expected traffic generation is likely to double to 52 vehicles in the AM and PM peak hours and 540 vehicles per day.
- As the subject site is currently only occupied by a single rural residential dwelling, the expected vehicle trips associated with the future development of the site would be in addition to the existing situation.
- The public roads surrounding the subject site are expected to be able to cater for the additional traffic volume associated with the future development of the site.

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- Public road infrastructure upgrades will be required to the future proposed external access points at the Covan Street / Roseberry Street intersection and the King Street cul-de-sac. These future upgrades would be the responsibility of the developer.
- A new internal public road network will be introduced as part of the future development of the site.
- No public transport upgrades are expected to be required because of the negligible increase in demand for public transport services from residents of the future development of the site.
- There are currently no footpaths along King Street and Covan Street, which are the key access routes to the site. As part of the future development of the site, footpaths along these routes together with along the internal road network could be considered to improve connectivity to the wider public street network.

Based on the above, the proposed re-zoning and future development of the site is unlikely to result in unacceptable traffic and/or transport related impacts. Further to this, noting the relatively isolated rural location, the subject site (together with the broader Tarago village) is not well serviced by active and/or public transport facilities and services. Notwithstanding, if more active and public transport options are implemented in the future, a shift towards active and public transport could be expected – thus reducing the dependence on cars.

It is for the above reasons that this re-zoning request is deemed to be justifiably inconsistent with Ministerial Direction No. 5.1 – Integrating Land Use and Transport.

Stormwater

Spiire Australia Pty Ltd was commissioned to prepare a Stormwater Master Plan including a flood risk management study to accompany this request for re-zoning. The report titled 'Stormwater Master Plan' [dated 20 November 2023] considers a catchment scale proof of concept design to support the proposed re-zoning. Further refinement and details would be determined at the subsequent development application and detailed design phases of the project.

In summary, the primary findings of the Stormwater Master Plan Report are:

- The subject site has no perceived flood risk due to its elevation compared to surrounding drainage paths.
- Internal site flows can be managed and conveyed by vegetated roadside swales – to be sized during future detailed design phases.
- Nuisance flows exiting the site will be diverted to and conveyed by the road network removing residual risk to external allotments. Peak flows can be managed at all site outfall locations to be less than the pre-developed flows. A singular retarding basin is required to achieve this and is shown indicatively on the Concept Layout and Master Plan prepared by Place Logic included with this request.
- The MUSIC Model results show that NorBE criteria can be achieved for the subject site even when complete disturbance is assumed with the construction of a treatment train or buffer strip, vegetated swales and a 600m² bioretention basin.
- Proposed soil and water master plan measures are calculated to appropriately manage environmental effects of the proposed re-zoning and future development of the site.

Given the above, it is considered that this re-zoning request would satisfy Section 9.1 Ministerial Direction Nos. 3.3 – Sydney Drinking Water Catchments and 4.1 – Flooding as well as the relevant provisions of State Environmental Planning Policy (Biodiversity and Conservation) 2021.

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Agricultural Viability

The subject land is not mapped as being State Significant Agricultural Land.

As detailed in the Land Capability Assessment prepared by Franklin Consulting Australia Pty Ltd (dated 23 October 2023), the soils of the subject land are generally of low agricultural value, which is reflected by the historical grazing land use and groundcover of unimproved perennial pastures.

Due to the subject site's small size, being circa 10.2 hectares and coupled with the land's poor soil quality, the continued use of the land for small-scale livestock grazing practices is not a viable commercial enterprise. Viability is further compromised given the site's location, being close to (or in this case immediately adjacent to) village settlement – where the land comes under further pressure from higher land values, domestic animals, and other peri-urban impacts.

Given the above, the proposed re-zoning will have minimal impact on the agricultural productivity of the region.

It is for the above reasons that this re-zoning request is deemed to be justifiably inconsistent with Ministerial Direction No. 9.1 – Rural Zones and consistent with Ministerial Direction No. 9.2 – Rural Lands as well as State Environmental Planning Policy (Primary Production) 2021.

Conclusion

As detailed above, this request for re-zoning is seeking Council's support in the preparation of a Planning Proposal to amend the GMLEP 2009 by re-zoning the subject land from RU2 Rural Landscape to RU5 Village and by reducing the minimum lot size provision from 100 hectares to 2,000 square metres.

The proposed re-zoning is consistent with Council's adopted TVHS and the subject land has been found to be suitable for the future intended village use.

We trust that the information contained herein will assist you in your consideration of the proposed re-zoning request. However, should additional information be required, please do not hesitate to contact the undersigned on 0457 786 776 or elizabeth@planned.net.au.

Yours sincerely,

Elizabeth Slapp

Elizabeth Slapp RPIA
Senior Town Planner



Planning
Institute
Australia

Attachments

- 1) Pre-Lodgement Meeting Minutes from meeting held on 23 September 2022.
- 2) Extracts from the current Land Zoning Map (LZN_002A) and Lot Size Map (LSZ_002A).
- 3) Extract from the Concept Layout and Master Plan.

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ATTACHMENT 1 – Pre-Lodgement Meeting Minutes

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41 King St, Tarago Planning Proposal Pre-lodgement Notes

23 September 2022 at Goulburn Mulwaree Council Office

41 King St, Tarago, Lot 3, DP 1118635

Attendees:

- Kate Wooll- Business Manager- Strategic Planning, Goulburn Mulwaree Council
- David Kiernan- Senior Strategic Planner, Goulburn Mulwaree Council
- Elizabeth Slapp- Senior Town Planner, PLANNED

Site Area: approx. 10ha

Initial Constraint Review
• 2 natural drainage paths run in close proximity to western & southern boundaries
• Within Terrestrial Biodiversity Area
• No FSR
• No height of building limit but adjacent to 8m limit
• RU2 Rural Landscape zone but adjacent RU5 Village zone
• Current MLS 100ha but adjacent 1500m2
• Cat 3- Medium Risk Bushfire Prone Land- Grasslands
• Not connected to reticulated sewer or water
• Within Sydney Drinking Water Catchment
• Site within area 1C of the Tarago Village Strategy
• Potential Aboriginal Artefact's area

Required Studies & Documents

- A Water Quality Assessment
- A Flood Risk and Management Strategy
- Indicative layout plan which includes lot boundaries, access, building envelopes and effluent management areas.
- A Flora and Fauna Assessment- a further Biodiversity Assessment maybe required depending on the findings of the Flora and Fauna Assessment.
- Bushfire Study in accordance with the Planning for Bush Fire Protection 2019. This was not undertaken as part of the Tarago Village Strategy.
- Preliminary Contamination Assessment- Preliminary Site Assessment. Depending on findings a Detailed Site Investigation may be required.
- An Aboriginal Due Diligence Assessment which includes as a minimum a site inspection with a member of the local Aboriginal community.
- An Agricultural Viability Assessment
- A Traffic Impact Assessment

Key Issues



- A Water Quality Assessment is required to assess the sites potential to accommodate on-site effluent management systems.
- Studies should be prepared and submitted with the planning proposal. Planning proposal must be submitted via the Planning Portal. After submission an invoice for the Commencement fee will be issued.
- The 100m buffer distance from drainage channel restricts the siting of effluent management areas
- Building envelopes and Effluent Management Areas are required to be mapped for the site to indicate whether a dwelling can be located outside of constraint areas, particularly relating to drainage buffers and water quality.

Advice as discussed

The site is within the Tarago Village Strategy, identified as area 1C and is one example of limited growth opportunities for Tarago.

There is no intention for Council to provide water or sewer infrastructure to the site therefore on-site effluent management systems will be required.

A Water Quality Assessment will be required to be submitted with the planning proposal. Water quality is a vital consideration because the land stands within the Sydney Drinking Water Catchment and any planning proposal must be endorsed by Water NSW. Water NSW reviewed sites within the Strategy for their suitability to accommodate effluent management areas in relation to soil and water capability (see pg50 of the Strategy). This assessment concluded that the site maybe suitable for lots between 2,000 to 4,000m² depending on soil capacity. 2,000m² would be the absolute minimum acceptable lot size to Water NSW. Daniel advised that they were currently exploring 4,000m² lots where land falls to drain water toward watercourses/drainage lines with potential for the smaller 2,000m² lots toward the existing RU5 village zoning.

The requirement for a scoping document to be submitted with the planning proposal was raised by Elizabeth. Council expect the planning proposal submission to be accompanied by a letter outlining the intent of the proposal i.e. zoning/MLS changes, anticipated lot yield, list of technical studies submitted and highlight any particular constraints pertinent to the site. Kate advised that all planning proposals are proponent-led but the document is prepared by Council. This enables a more streamlined process in terms of alterations council may be required to make as a result of referral and/or exhibition comments.

Council currently holds limited data on flooding in Tarago. The extent of flooding and its potential impacts on the site must be understood. A Flood Risk and Management Study will be required to be submitted with a planning proposal. It is important to illustrate potential building envelopes as they relate to flooding to ensure a proposal is able to avoid land within floodways.

A Phase1 Preliminary Site Investigation- Contamination is required to be submitted in accordance with Ministerial Direction 4.4- Remediation of Contaminated Land and the Managing Land Contamination guidelines.

A Flora and Fauna Assessment is required to be submitted with the potential for a full Biodiversity Assessment depending of the findings of the Flora and Fauna Assessment.

A Strategic Bushfire Assessment is usually required to be submitted however Council are currently undertaking its own Strategic Bushfire Assessment which includes Tarago. This is



due for completion by March 2023. If Council's Strategic Bushfire Assessment has been completed prior to submission of this planning proposal then Council will only request a standard Bushfire Assessment to be submitted.

Two access points should be achieved to satisfy bushfire evacuation requirements. Access can be achieved from King St and Covan St.

An Aboriginal Due Diligence Assessment which includes a site inspection by a qualified archeologist in consultation with the local aboriginal community through the applicable Local Aboriginal Land Council should be submitted with the planning proposal. Any potential archeological deposits (PADs) to be identified in the assessment.

During the preparation of the Tarago Village Strategy Transport for NSW agreed to the findings of the Strategy on the proviso the following three considerations were explored:

- The impacts of overland flow resulting from the development of the site toward the railway line and any mitigations proposed.
- Adequacy of the level railway crossing to accommodate additional traffic levels
- The suitability and safety of the Braidwood Road/Lumley Road/Wallace Street intersection.

The above should be identified and explored through a Traffic Impact Assessment which also includes anticipated additional traffic movements resulting from the development and the ability to achieve recommended safety standards, particularly sight lines.

The potential requirement for an Agricultural Viability Assessment was raised by Elizabeth. Kate advised that a light touch statement would suffice. This Statement should include discussion around the limited agricultural viability of the site, its inclusion within the Tarago Village Strategy, soil classification and general comments on site context.

David raised the potential to include the northern Lot 2, DP 1118635 (43 King Street) within the planning proposal. Daniel advised they haven't engaged with the landowner yet but they will explore the potential to combine the two sites in the next few weeks. The cost benefits and potential for road connectivity of merging the two lots are recognised.

It is important to ensure that all required technical supporting documents are submitted with a planning proposal to ensure timely assessment and avoid delays. A planning proposal of this scale which is accompanied by the full suite of requested technical documents is anticipated to take 1 year to 18 months to complete.

The Department of Planning and Environment seeks to complete a planning proposal process within 1 year from the gateway determination.

Planning proposals which are submitted without the full suite of requested supporting documentation to determine the site and strategic merit of a proposal will be returned to the applicant and not submitted to the Gateway.

Additional Note

The adjacent RU5 Village zone is accompanied by an 8m height of building limit. This height limit will be extended onto the proposal site to ensure consistency with the existing built form.

Cost

Planning Proposal costs are split into two parts:



Part 1: Planning Proposal Commencement Fee which covers the lodgement of the proposal and assessment up to presentation to Council.

Part 2: Additional Assessment & Processing Fee which is payable after the Council resolves to support the planning proposal.

The anticipated cost for this proposal (Lot 3, DP 1118635 only) are considered to fall within the Major Proposal category (up to 10ha) which sets the costs as follows:

Part 1: \$4,500 (Inc. GST)

Part 2: \$22,100 (Inc. GST)

The anticipated cost for this proposal which includes Lot 3 & Lot 2, DP1118635 would exceed the 10ha threshold for this charging category and would instead fall within the land release category which sets the costs as follows:

Part 1: \$4,500 (Inc. GST)

Part 2: \$42,000 (Inc. GST)

Outline of planning proposal process

- Prepare studies
- Submit planning proposal through the Planning Portal
- Council officers review application
- Invoice for commencement fee issued
- Councillor presentation on the planning proposal
- Formal report to Council requesting authorisation to proceed and submit to DPE for Gateway Determination
- Planning Proposal prepared for submission to Gateway Determination
- Pre-referral to Water NSW
- Submission of planning proposal to DPE
- Gateway determination issued
- New studies prepared, if required by the gateway determination
- Agency referrals requested
- Public Exhibition undertaken (usually 28 days)
- Post Exhibition Report presented to Council
- LEP text changes and map amendments formally drafted
- Amendments signed off and Gazetted.

P L A N N E D

ATTACHMENT 2 – Extracts from the current Land Zoning Map (LZN_002A) and Lot Size Map (LSZ_002A)

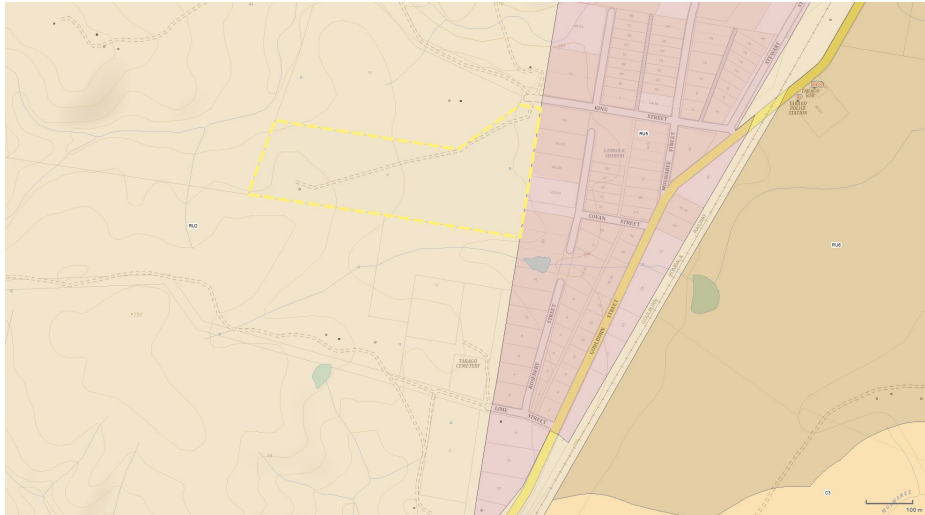


Figure 3: Extract from Land Zoning Map (LZN_002A) – location of the subject land outlined yellow ([NSW Planning Portal Spatial Viewer](#), February 2024).

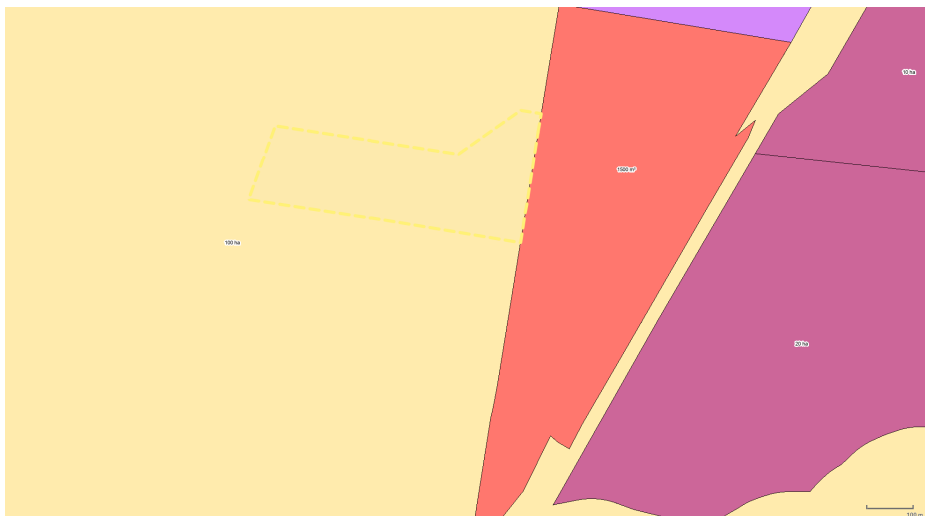


Figure 4: Extract from Lot Size Map (LSZ_002A) – location of the subject land outlined yellow ([NSW Planning Portal Spatial Viewer](#), February 2024).

TOWN PLANNING SOLUTIONS

P L A N N E D

ATTACHMENT 3 - Extract from the Concept Layout and Master Plan



Figure 5: Extract from Concept Layout and Master Plan

TOWN PLANNING SOLUTIONS



41 King Street Tarago

Concept Layout & Master Plan

Prepared by Place Logic for Group One
July 2023

Contents

1	Introduction
2	Site Appreciation
3	Context Map
4	Background
5	Methodology
6	Concept Layout and Master Plan
7	Precedent Studies
8	Conclusion

Copyright and property of Place Logic Pty Ltd - may be used only for the stated project and issue status, and in accordance with terms of engagement for which it was commissioned. To be read in conjunction with all relevant contracts, specifications, reports, drawings and development approval conditions - obtain any outstanding statutory approvals prior to commencement of works.

Place Logic acknowledges Aboriginal and Torres Strait Islander people as the traditional custodians of the land on which we work, and their continuing connection to culture, land and sea.

We pay our respects to ancestors and elders past, present and emerging.

SECTION

1

Introduction

Document intent

Place Logic is pleased to provide Group One with this *Concept Layout and Master Plan* report to support a rezoning proposal for 41 King Street Tarago (Lot 3 DP1118635).

This document details the background investigations, context analysis and methodology which all inform the options tested and shown in *Section 5 – Methodology*. The options are then refined to inform the Concept Layout and Master Plan.

The Concept Layout and Master Plan has been developed to achieve optimum subdivision of the land for the site, facilitating:

- Approximately 28 residential lots ranging from 2000m² to 5000m² including on site water storage and effluent management.
- On site retention pond/open space lot
- Assumed access from King Street and off Covan Street

The Concept Layout and Master Plan aims to respond to the site features and applicable planning documents to produce a quality subdivision concept to support the rezoning proposal.

Further to the above, this report also analyses and examines residential developments that share similarities with the vision, aspirations and environmental considerations of the proposed concept layout for King Street. The aim of this research (detailed in *Section 7 – Precedent Studies*) is to provide valuable insights into optimising the design outcome, and to raise challenges and opportunities for this project. Elements examined include the precedent’s land use, built form character, landscape lifestyle offerings and entry infrastructure.

SECTION
2

Site Appreciation



41 King Street

View from the northwestern
edge of the site

Access from King Street is the
southern entry point to the
proposed development. Potential for
implementation of suitable estate
signage.



View from the western edge of the site

Assumed secondary access to the
site off Covan Street.





Tarago, NSW

Heritage-listed railway station

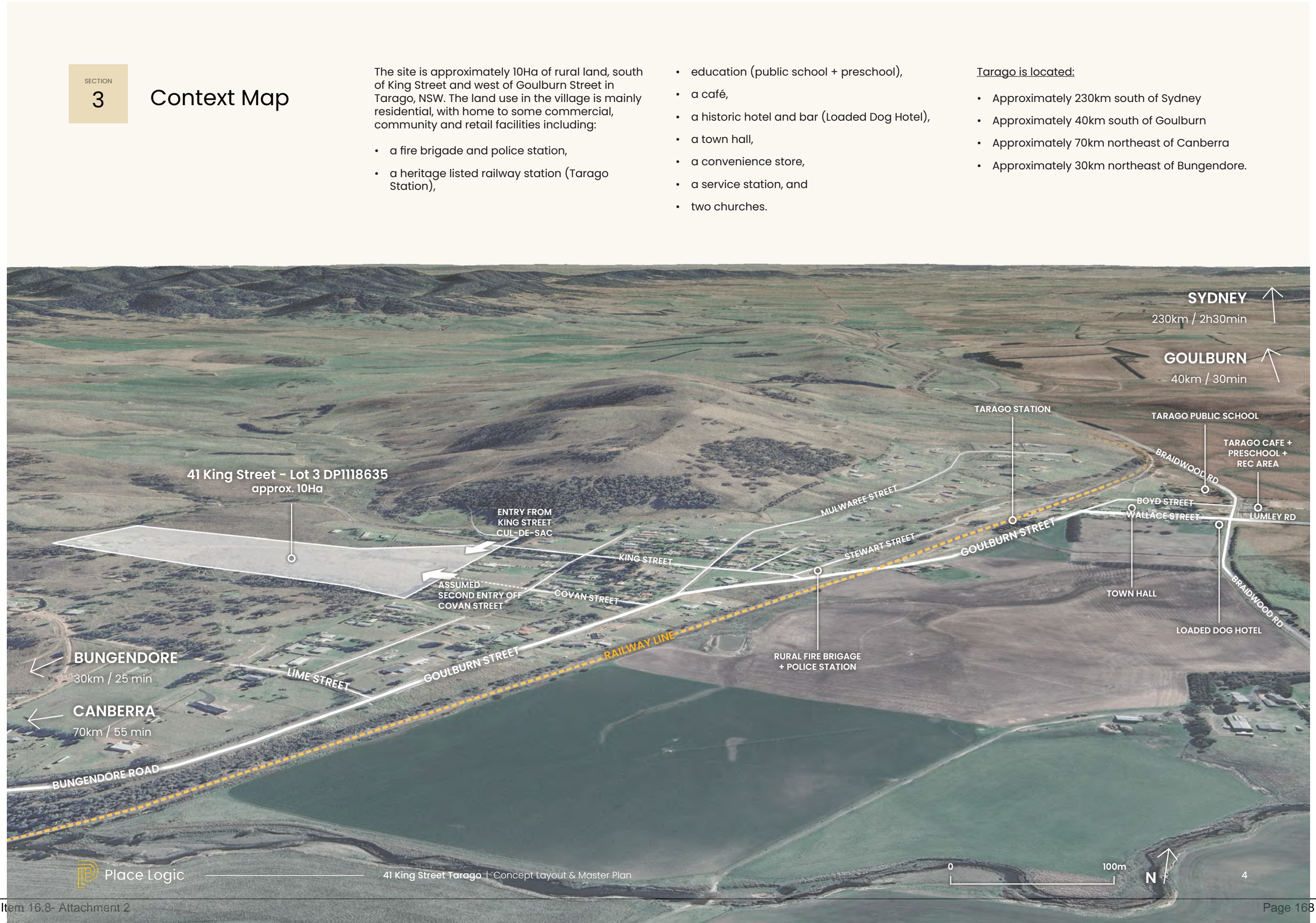
Tarago's welcome signage (Stewart Street reserve) featuring interpretive art installations from the Tarago community.



Lumley Road off the town centre, adjacent to the Loaded Dog Hotel

Historic "Loaded Dog Hotel", first constructed in 1848, serves as a popular community meeting place for both travelers and locals in Tarago





Place Logic

41 King Street Tarago | Concept Layout & Master Plan

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SECTION

4

Background

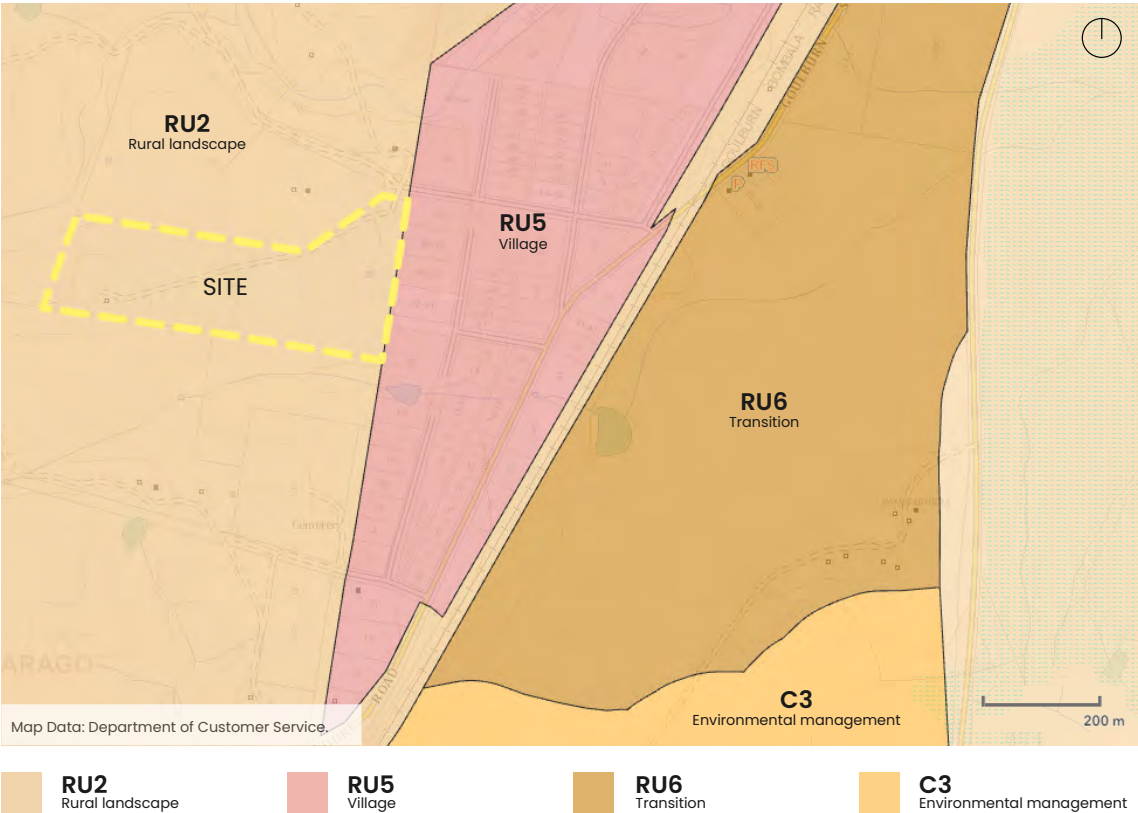
Current zoning conditions

The existing zoning of the site is RU2 (Rural landscape) as shown below in *Figure 1.1*.

Adjacent areas surrounding the site include:

- RU5 (Village) – east of the site;
- RU6 (Transition) – further east of the village; and
- C3 (Environmental management) – southeast of the village.

Figure 1.1 – Current zoning of the site and its surrounds.

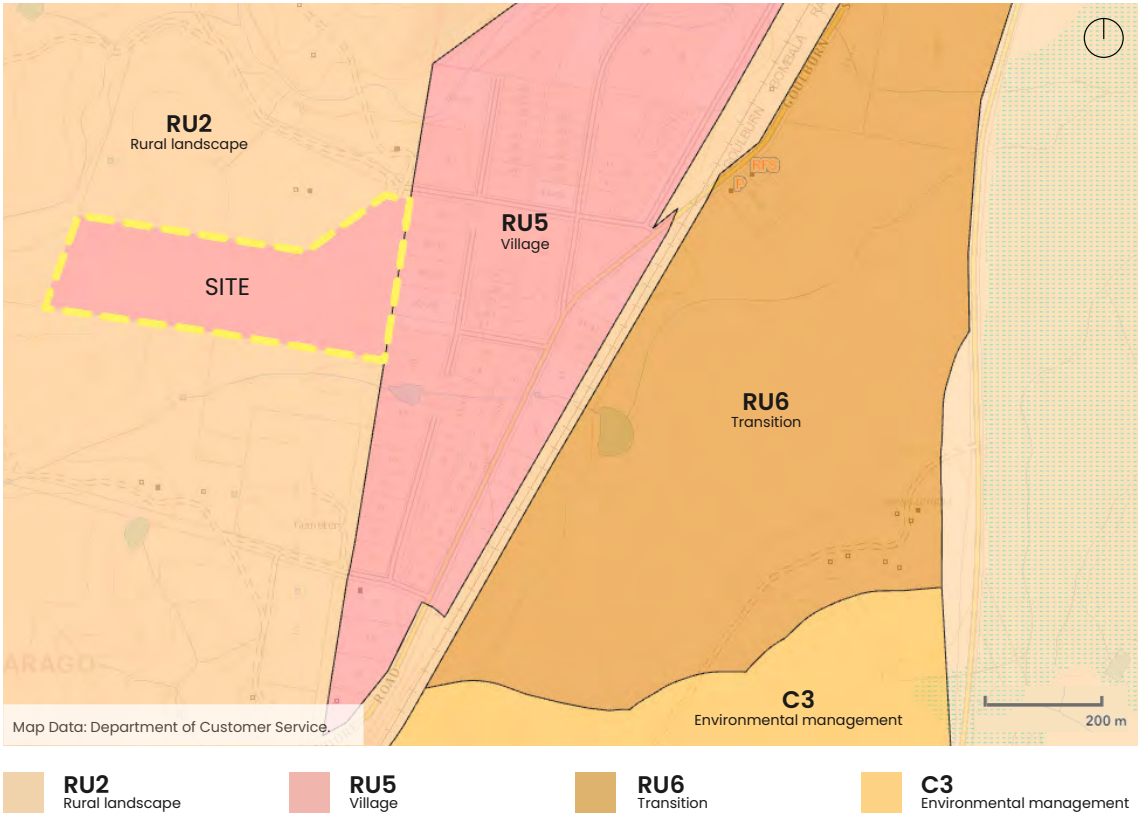


Proposed rezoning of the site

The proposed rezoning of the site is as shown below in *Figure 1.2*.

The proposal seeks to rezone the site to RU5 to facilitate a mix of 2000m² to 5000m² lots.

Figure 1.2 – Proposed rezoning of the site from RU2 to RU5.



SECTION

4

Background (cont.)

Assumptions

The aim of the *Concept Layout and Master Plan* is to capture and respond to the site features and applicable planning documents to produce a quality subdivision concept to support the landowner’s rezoning proposal.

It is noted that various site assessment studies are currently underway that will inform the development potential and approval pathway for the site and help to guide design refinement and development staging going forward.

Preliminary studies and inputs have been taken into account through the evolution of the project, particularly in the concept development phase.

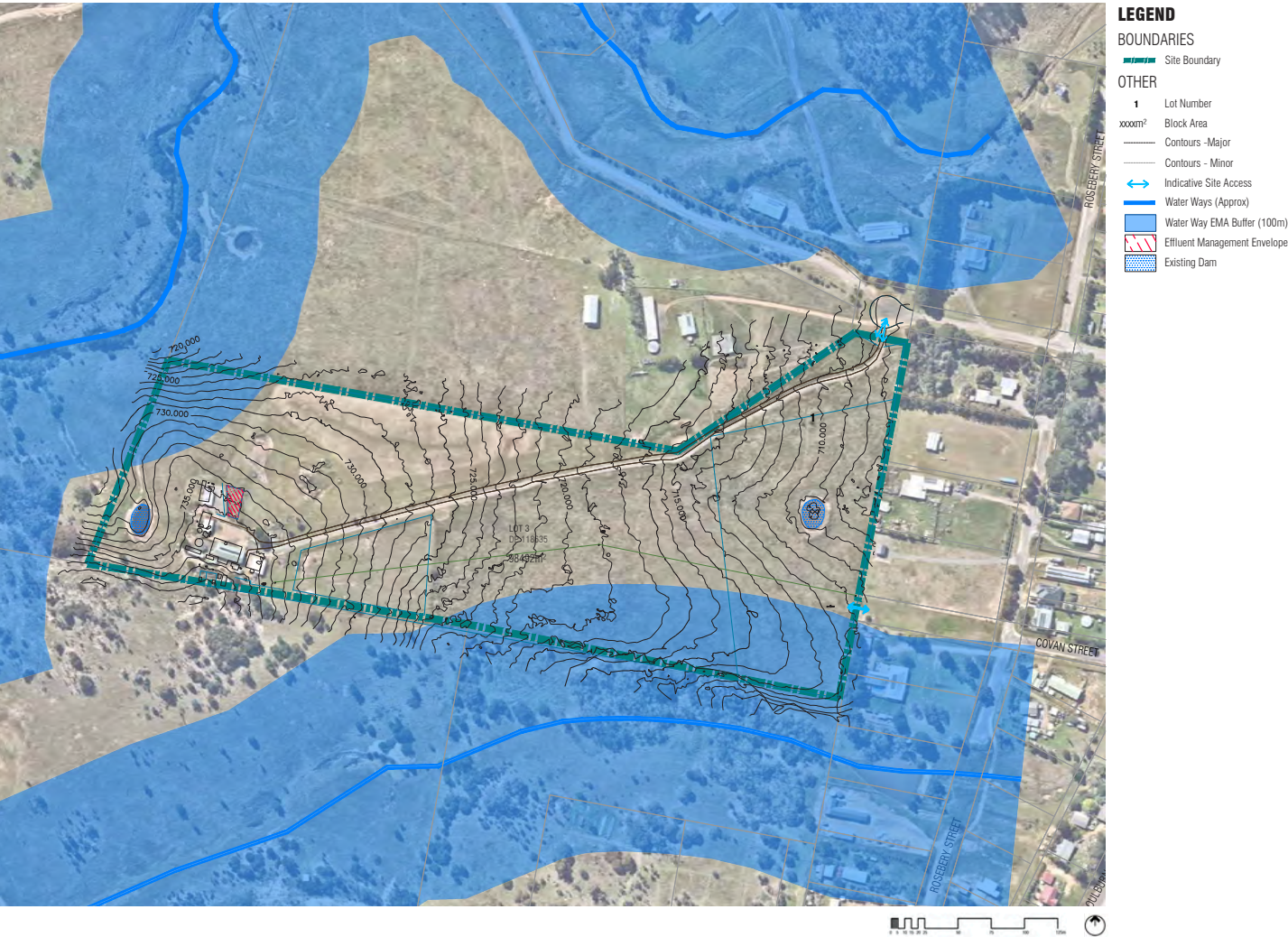
With consideration to the above, the options tested to inform the final concept layout considered the following:

- Provide two access points to the site (one off King Street and one off Covan Street). See **Figure 2.1**.
- Two dams on site within local depressions — reviews underway to determine how the water can be appropriately managed.
- The creeks / waterways to the west and south of the site feed into the greater Sydney water catchment. Water quality management is required, in the form of drainage corridors and 100m buffers to effluent management — refer to **Figure 2.2**.

Figure 2.1 — Adopted access points to site. Image: Place Logic.



Figure 2.2 — 100m EMA buffer applied from west and south watercourses (blue). Image: Place Logic.



As seen in **Figure 2.2** above, the EMA buffer encroaches into the northwestern portion of the site and into the southeastern portion of the site.

SECTION

5

Methodology

Preliminary options analysis

Considering the background information outlined in the preceding pages, two initial development options were prepared for review. Once reviewed, the most appropriate option was selected to be further resolved and translated into CAD to test and detail further.

There are a host of considerations that play into the proposed layout of the site. The two initial development options (Option 1 and Option 2) have been developed as preliminary sketch layouts prior to detailed site investigations including heritage, contamination, ecological, soil & water and bushfire assessments.

Option 1:
Edge roads to 2000m² lots

- Edge roads to northern and southern boundary (preferred from a bushfire mitigation perspective).
- More regular lot shapes, straight roads.
- Central retention basin around existing dam/ open space lot approx. 2000m².
- Assume edge of road overland flow within swale (culverts for driveways).

Lot type*	# (approx.)
2000m²	30
4000m²	4
Basin/open space lot	1

Total (excl. basin/open space lot) 34

*approximate areas only

Option 2:
Central street with facing lots

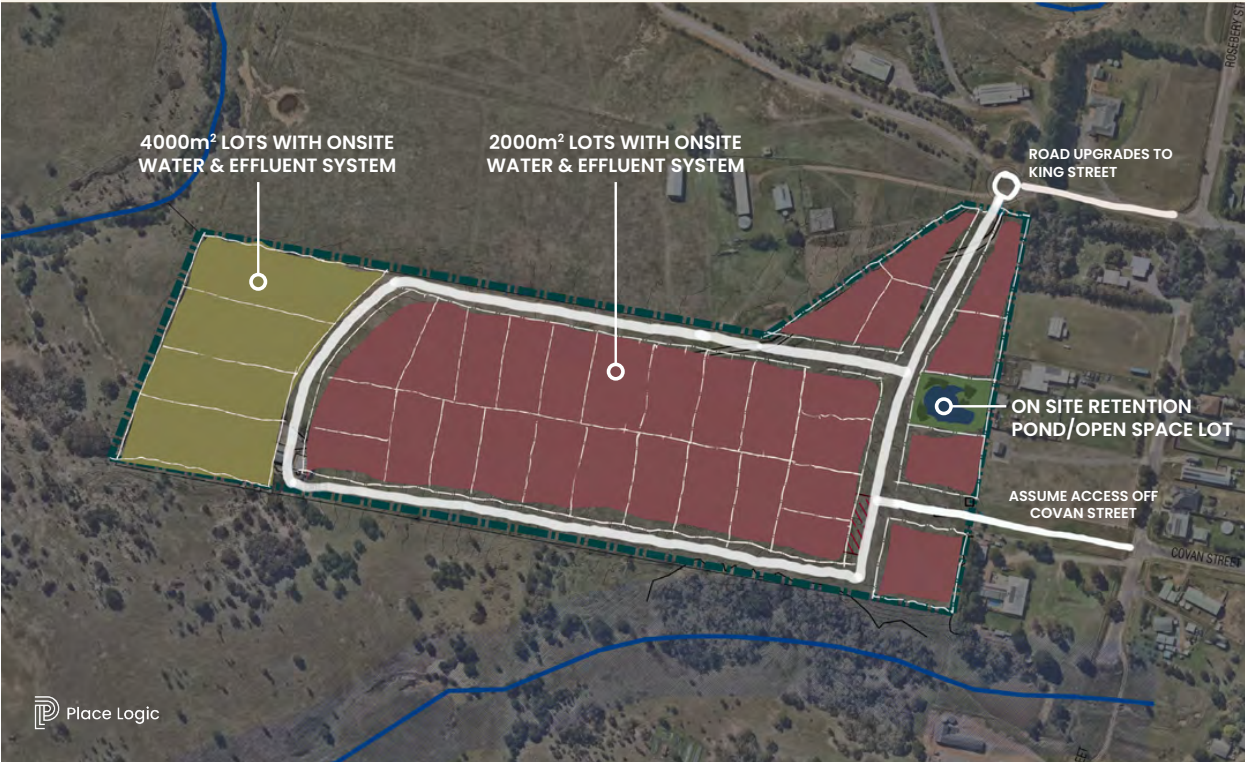
- Central street which responds to the drainage line.
- Reduced number of 4000m2 lots (assuming only lots affected by 100m water course buffer).
- Central retention basin around existing dam/ open space lot approx 2000m2
- High point park/community open space opportunity (layout requires refining to work more efficiently)
- Assume edge of road overland flow within swale (culverts for driveways)
- Risk: bushfire, on lot APZ and management.

Lot type*	# (approx.)
2000m²	36
4000m²	2
Basin/open space lot	1

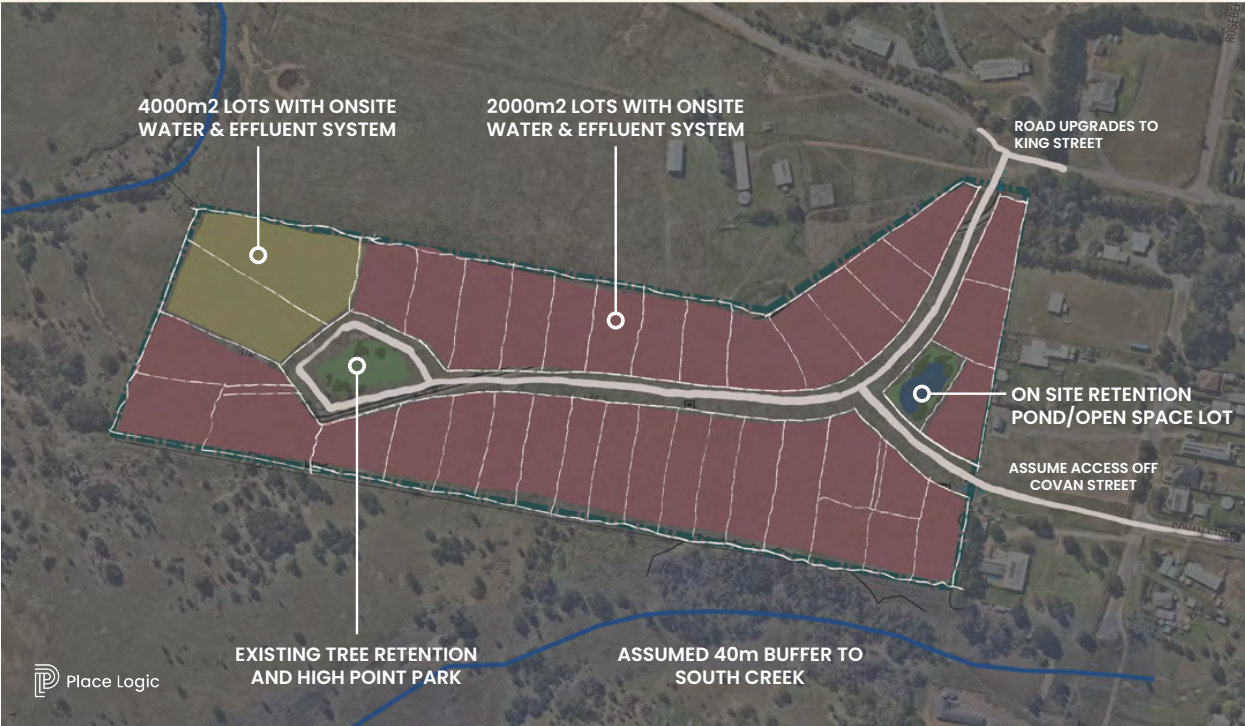
Total (excl. basin/open space lot) 38

*approximate areas only

Option 1 - Edge roads to 2000m² lots



Option 2 - Central street with facing lots



SECTION

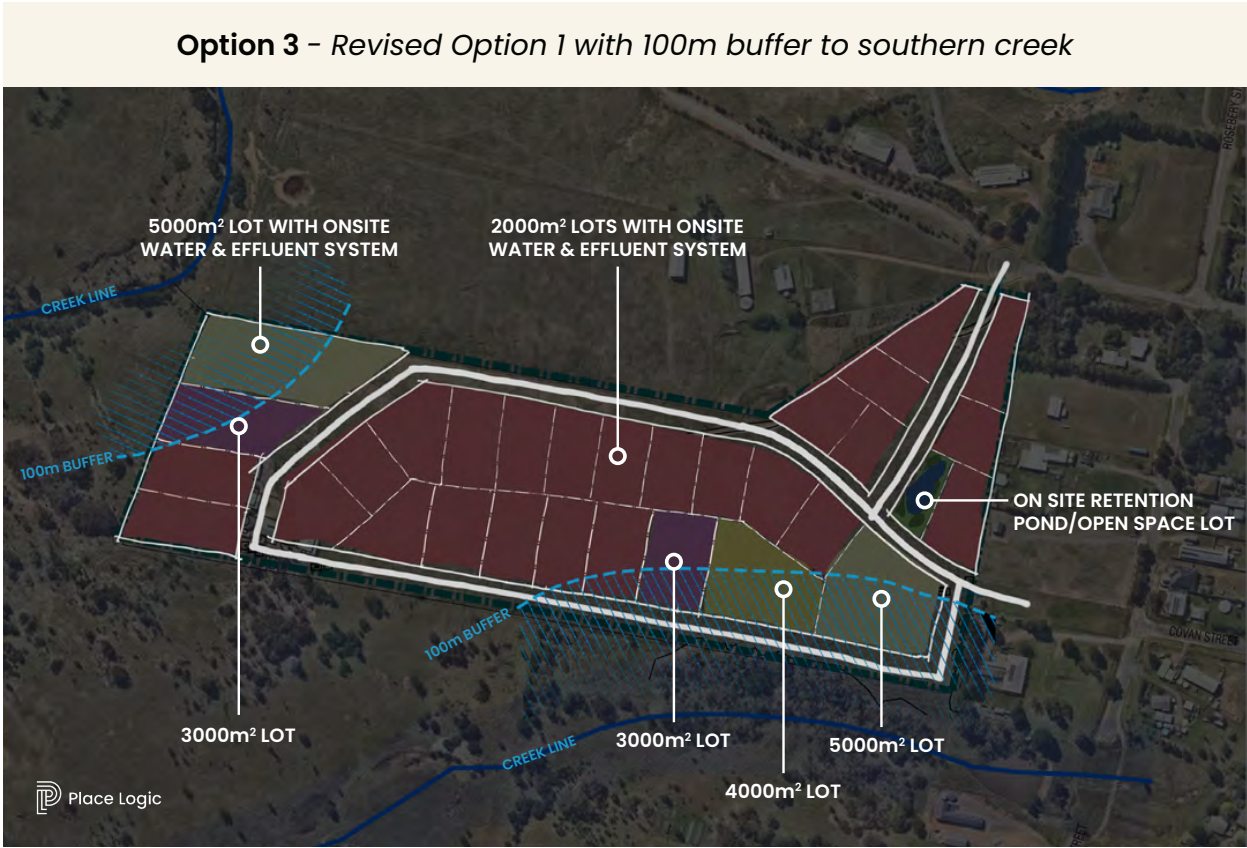
5

Methodology (cont.)

Revision of the initial options

From the two initial development options, Option 1 was selected to be further refined and tested. New reports identifying the 100m EMA buffer to the southern creek required further configuration of Option 1.

Noting that this preliminary sketch layout was undertaken prior to further detailed site investigations including heritage, contamination, ecological, soil & water and bushfire assessments.



- Option 3:**
Revised Option 1 with 100m buffer to southern creek
- Reconfiguration of lots encroaching within the 100m buffer
 - Entry road shifted further north
 - Central retention basin around existing dam/open space lot approx. 1200m²
 - Assume edge of road overland flow within swale (culverts for driveways).

Lot type*	# (approx.)
2000m ²	25
3000m ²	2
4000m ²	1
5000m ²	2
Basin/open space lot	1
Total (excl. basin/open space lot)	30

*approximate areas only

SECTION

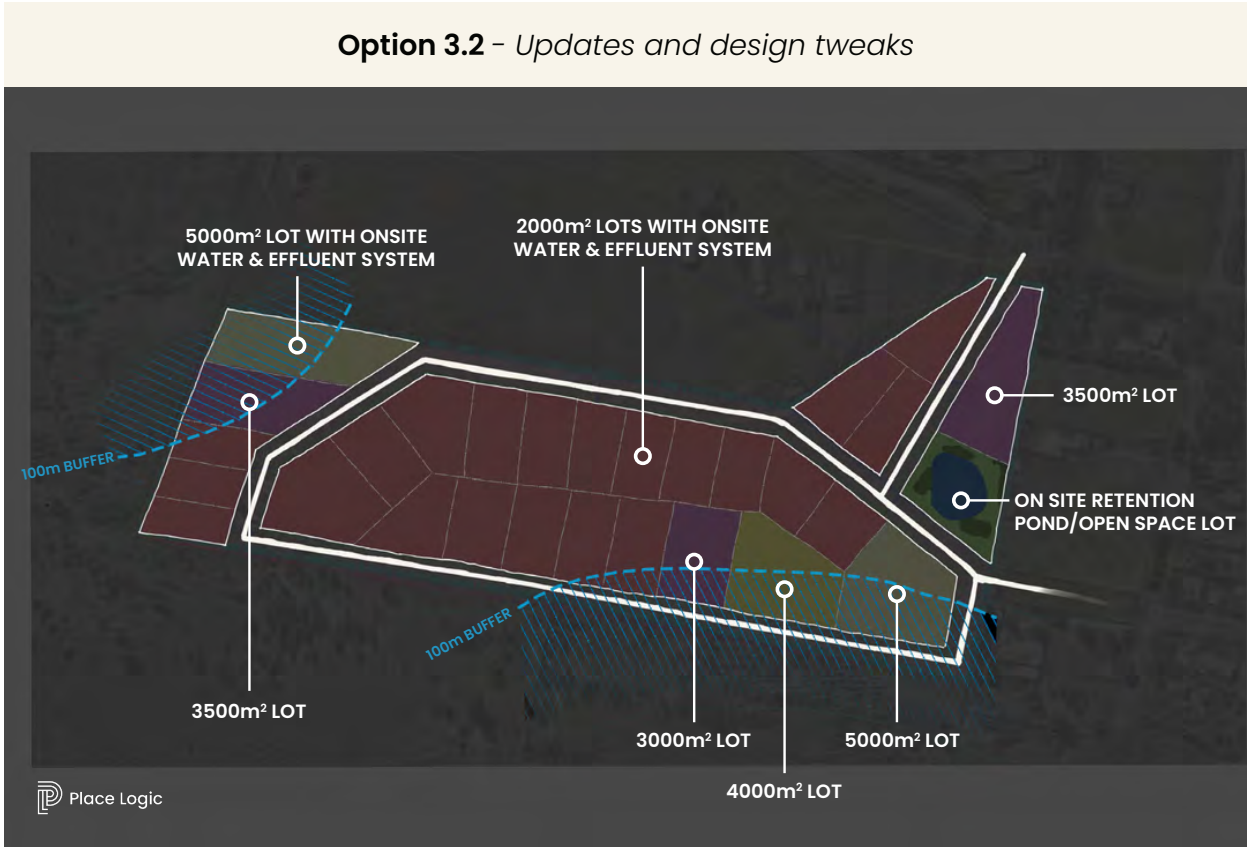
5

Methodology (cont.)

Option 3 Refinement

The layout of Option 3 was refined following engineering advice and inputs, considering the size of the on site retention pond.

This layout informs the Concept Layout and Master Plan detailed in the following pages.



Option 3.2:

- Reconfiguration of lots in the northeastern portion of the site
- Addition of 2000m2 lot to southwestern portion of the site
- Fine tuning of lot sizes
- Larger area provision for on site retention pond as per preliminary engineering comments

Lot type*	# (approx.)
2000m²	22
3000m²/3500m²	3
4000m²	1
5000m²	2
Basin/open space lot	1
Total (excl. basin/open space lot)	28

*approximate areas only



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41 King Street Tarago | Concept Layout & Master Plan

10

Indicative road cross section

Typical 20 metre road reserve with shared footpath and allowance for water channels (on one side).

*Note: internal widths and provisions are indicative only and are subject to review further as new studies and information come to light.



SECTION

7

Precedent Studies

Weetalabah Estate, NSW

Weetalabah Estate is a residential estate located in Carwoola, NSW – approximately 20km southeast of Queanbeyan and 35km southeast of Canberra.

The estate overall contains approximately 45+ sites, with the minimum lot size generally being 1 hectare.

While the lot sizes are considerably larger than the lot sizes proposed for 41 King Street – the rural landscape, built form, infrastructure amenity and street typology qualities are notable in its potential application in Tarago.

Some key qualities to note are its landscape characteristics and entry infrastructure.



i This section examines residential developments that share similarities with the vision, aspirations and environmental considerations of the proposed concept layout for 41 King Street. Elements examined include the precedent’s land use, built form character, landscape lifestyle offerings and entry infrastructure.

Landscape characteristics and entry infrastructure

Images: Place Logic

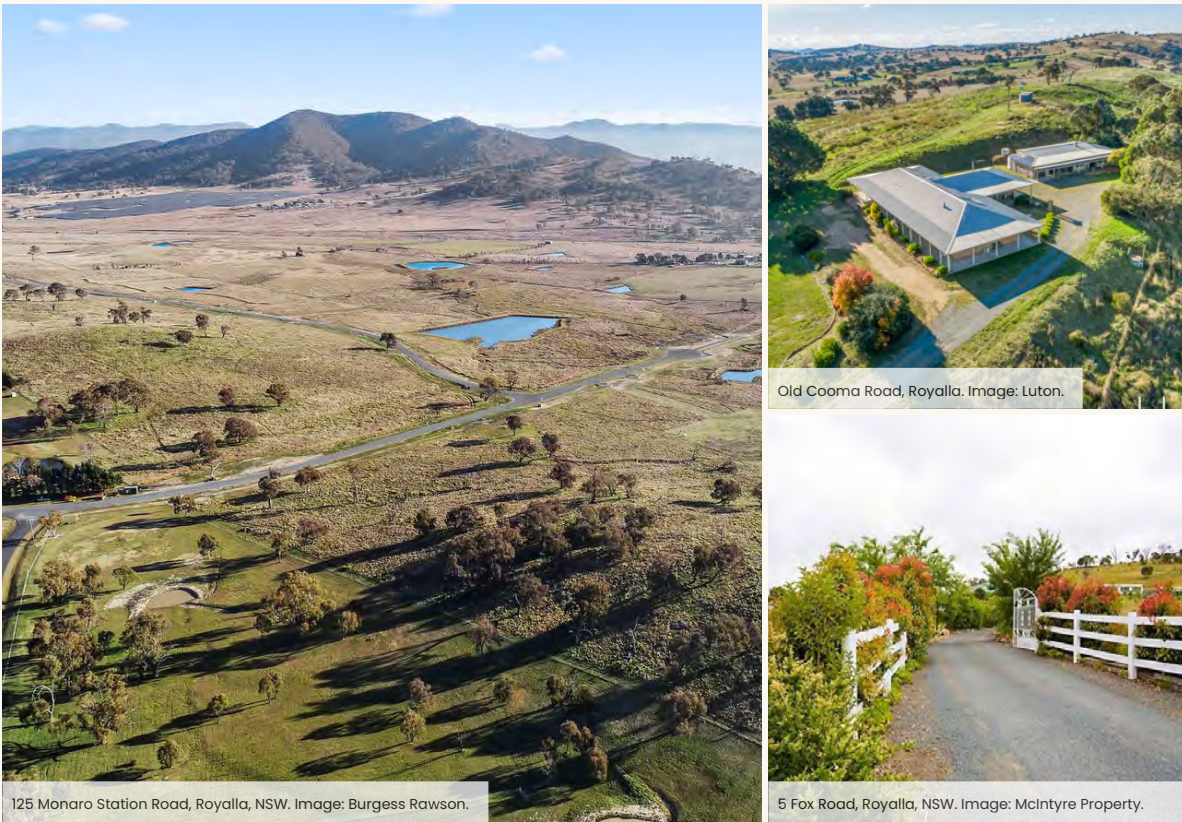


Royalla, NSW

Royalla is a small rural locality located in the southern part of NSW, approximately 25km south of Canberra. The locality is home to a small but growing population, with a mix of lifestyle properties, farmland and a few boutique residential estates.

Key qualities emphasised by real estate agencies advertising properties for various estates in Royalla include:

- full fencing and gate provided to each block (certain estates)
- tranquil rural setting with easy connections to Canberra City, Googong and Tuggeranong city centres.
- natural beauty and proximity to conservation areas



Landscape characteristics and entry infrastructure



SECTION

8

Conclusion

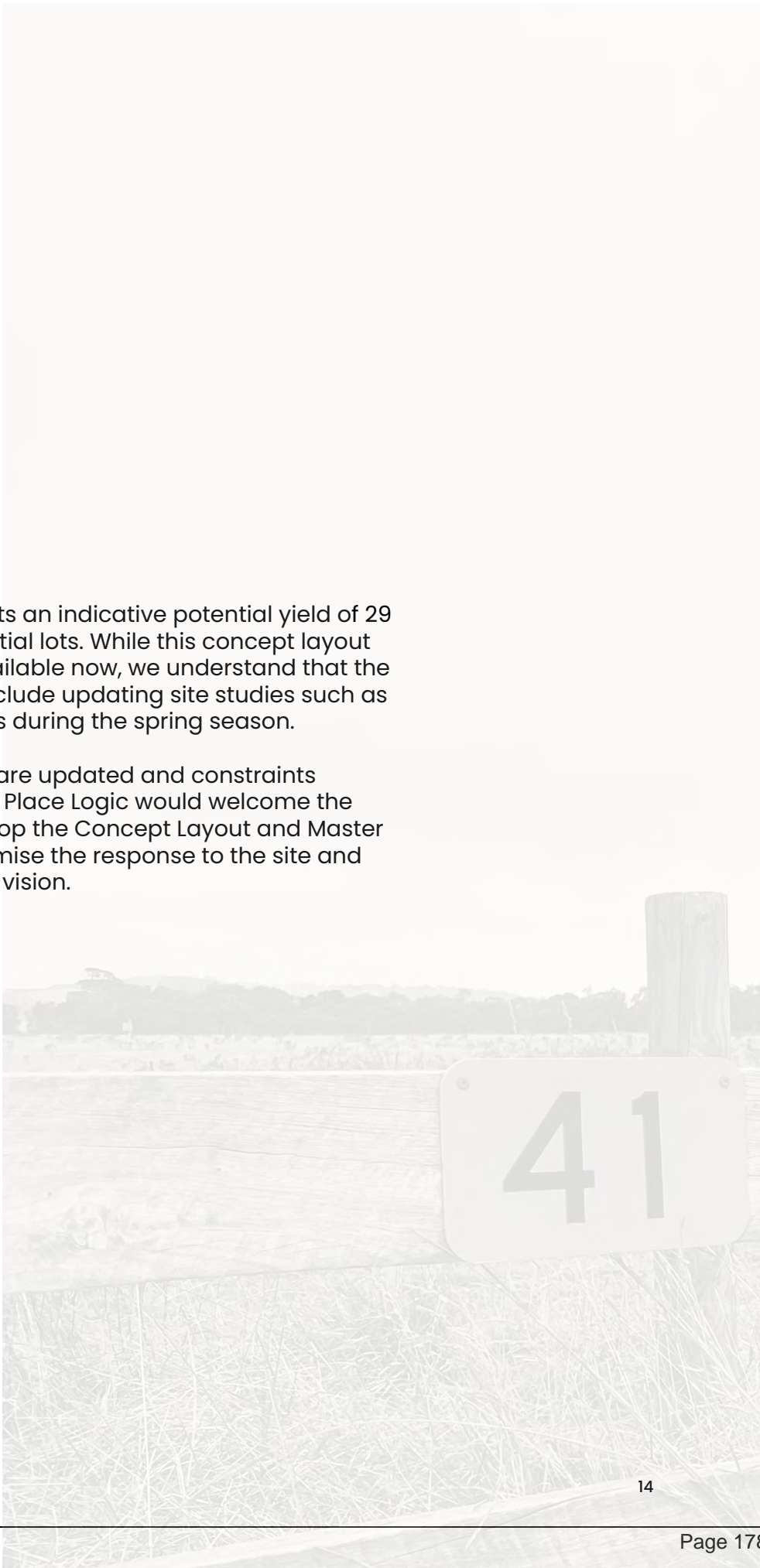
The development options and Concept Layout presented in this report draw on known constraints and work completed to date on the subject site, to provide an assessment of the optimal future development outcome.

The Concept Layout and Master Plan shows how the site may be configured in relation to the delivery of residential lots with its connectivity to King Street and an assumed secondary connection to Covan Street.

The precedent research presented explores early visioning for 41 King Street in its potential for built form, material palettes, lifestyle offerings and infrastructure to maximise the quality outcome for the village of Tarago.

The Concept Layout presents an indicative potential yield of 29 lots, 28 of which are residential lots. While this concept layout is based on information available now, we understand that the next steps for the project include updating site studies such as environmental assessments during the spring season.

As the background studies are updated and constraints become better understood, Place Logic would welcome the opportunity to further develop the Concept Layout and Master Plan to refine the yield, optimise the response to the site and further facilitate the project vision.





41 King Street Tarago | Concept Layout & Master Plan
July 2023



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16.9 ADMINISTRATIVE AMENDMENTS TO COMMUNITY PARTICIPATION PLAN

Author: Business Manager Strategic Planning
Director Planning & Environment

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. Community Participation Plan [↓](#) 

Link to Community Strategic Plan:	26. Our Civic Leadership CL2 Encourage and facilitate open and respectful communication between the community, the private sector, Council, and other government agencies.
Cost to Council:	Minor amendments to be undertaken in house by staff
Use of Reserve Funds:	Nil

RECOMMENDATION

That:

1. The staff report on administrative updates to the *Community Participation Plan* be received.
2. That the Community Participation Plan be amended in accordance with administrative items identified in this report and placed on public exhibition. Following the public exhibition, the matter be reported back to a Council Meeting for consideration and adoption.

BACKGROUND

The *Community Participation Plan* (CPP) details how Council will engage the community on strategic planning and development assessment matters. The CPP includes the notification and advertising requirements for planning proposals, amendments to the Development Control Plan (DCP), and different development assessment types.

Council's current CPP was adopted in 2019 (**Attachment 1**) and does not reflect changes which have since occurred in relation to legislation and policies/procedures since that time. Section 2.24 of the *NSW Environmental Planning and Assessment Act 1979* (the Act) requires CPPs to be periodically reviewed.

This report generally outlines areas of administrative changes which are required due to these changes. As an interim measure, these changes are proposed to be made as soon as practicable noting that a broader comprehensive review of the CPP is still required but may take a longer time frame.

It is proposed to make the interim amendment with the required administrative changes and to exhibit it before presenting this matter back to a Council Meeting for consideration.

REPORT

There have been several changes which have occurred since the adoption of the CPP in 2019 which affect Council's approach to community consultation. These changes are summarised below:

NSW Environmental Planning and Assessment Act Regulation 2021 (The Regulation)

The Regulation sets out the community consultation requirements for a broad range of planning matters in relation to strategic planning i.e., Local Strategic Planning Statements (LSPS), Community Participation Plans (CPP), Planning Proposals (PP), Development Control Plans (DCP) and Contributions Plans (CP).

The Regulation also sets out the community consultation requirements for development applications (DAs) including State Significant Development (SSD), Designated Development, Integrated Development, modifications, and reviews of determinations of development etc.

State Environmental Planning Policy Resources and Energy 2021 (the SEPP)

Clause 2.19 of the Resources and Energy SEPP requires an additional layer of consideration as part of the development assessment process in relation to determining the compatibility of new development with mining, petroleum production or extractive industry.

A previous Class 4 matter in the Land and Environment Court (LEC) confirmed that approved haulage routes associated with SSD-scale extractive industries must form part of this assessment.

The current CPP does not address this matter.

Goulburn Mulwaree Local Environmental Plan (LEP) 2009

Clause 5.10 (8) of the *Goulburn Mulwaree Local Environmental Plan 2009* specifies in relation to Aboriginal places of heritage significance:

*(8) **Aboriginal places of heritage significance** The consent authority must, before granting consent under this clause to the carrying out of development in an Aboriginal place of heritage significance—*

- (a) consider the effect of the proposed development on the heritage significance of the place and any Aboriginal object known or reasonably likely to be located at the place by means of an adequate investigation and assessment (which may involve consideration of a heritage impact statement), and*
- (b) notify the local Aboriginal communities, in writing or in such other manner as may be appropriate, about the application and take into consideration any response received within 28 days after the notice is sent.*

The CPP does not address this matter or the procedure as to how this is undertaken.

NSW Planning Portal (the Portal)

Since the adoption of the CPP, many components of the planning process are now undertaken via the Portal.

In relation to strategic planning, the Portal is required to be used for the publication and exhibition of most strategic matters. The Council's LSPS, DCP and CP must be published on the Portal.

Planning proposals must be lodged on the Portal with the exhibition of planning proposals undertaken on the Portal or via Council's web site. Increasingly the Portal is being used as the main point of reference for all planning matters.

Similarly, DAs must be lodged on the Portal and there is capacity for public exhibition of DAs on the Portal in addition to Council's web site.

Newspaper Advertising

The requirements for newspaper advertising have dropped from the Act or Regulations for a range of strategic planning and development assessment matters. The focus for exhibitions is now largely on a range of methods as per below (depending on the scale and nature of the matter:

- Direct written notification of affected landowners (as applicable).
- Council web site
- NSW Planning Portal.

The expense for newspaper notices is currently either recovered from planning fees or if not associated with an application paid for by each business unit. Given the State's investment in the Planning Portal and Council's investment in its web site, it is considered an unnecessary duplication where no longer required by legislation. However, there will still be a need from time to time depending on the nature of a planning matter or project to advertise via newspaper.

Proposed Amendments to CPP

It is proposed to amend the CPP as follows:

- Include the minimum exhibition requirements from the Act, Regulations, SEPPs or LEP for planning matters (both strategic and development assessment). Noting that Council may go beyond these requirements should it be appropriate to do so.
- Remove all references to the Goulburn Post.
- Incorporate existing procedures or processes in relation to exhibitions in relation to Aboriginal cultural heritage or extractive industries including haulage routes, and reflecting Council's policy on Council as a developer/landowner in relation to DAs.
- Clarification of matters to be notified for DAs (such as ancillary development/existing use rights) in Appendix 2.
- Clarification that submissions are to be made during the exhibition period.
- Typographical or other editing errors.

Comprehensive Review of CPP

This report is flagging that a comprehensive review of the CPP is required, however will take a longer time frame to fully cover the content. This comprehensive review may also take on broader content outside of planning matters that is currently covered in Council's Engagement Strategy.

This interim review has been identified as an operational requirement as currently Council is paying for advertising which goes above and beyond requirements. This additional advertising is still specified in the CPP and if missed risks exposure to risk of litigation where due process is not followed. The cost of the additional advertising means that cost must either be put back on proponents or absorbed by the Council. The NSW Government is clearly setting up the NSW Planning Portal to be a single point of reference for all planning matters including, applications, publications, and exhibitions. It will be less confusing in the future for all communications to direct interest members of the public to both the online exhibition notices and the exhibition content.

CONCLUSION

As identified in this report there are several changes which have occurred since the adoption of the CPP in 2019 that affect the public exhibition requirements for a range of Council planning matters. In the interests of reducing duplication and cost and to ensure the CPP is consistent with planning procedures it is recommended that the CPP be amended and exhibited. Once exhibited the amended CPP and community feedback will be presented to Council for determination.

A broader and more comprehensive review of the CPP following the adoption of the new Community Strategic Plan is proposed.



Community Participation Plan

Goulburn Mulwaree Council



Community Participation Plan

Version	Comment	Date Effective
1	Draft	03.09.2019
2	Adopted by Council	05.11.2019



Community Participation Plan

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Community Participation Plan

1. Application of this plan

This *Community Participation Plan* applies to the various planning functions Goulburn Mulwaree Council (Council) undertakes. This includes the processing of planning proposals, amendments to the Development Control Plan and the assessment of Development Applications.

This plan is prepared in accordance with Division 2.6 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

This plan does not outline Council's overarching community engagement commitments for non-planning related matters. These commitments are dealt with separately under Council's *Community Engagement Strategy & Communications Plan*, found under the Integrated Planning & Reporting section of Council's website. This plan also does not detail the circumstances when a Development Application is to be determined at a Council meeting, which are detailed separately in Council's *Development Assessment and Decision Making Policy*.

This plan supersedes the advertising and notification requirements in the *Goulburn Mulwaree Development Control Plan 2009*.



Photo: Mulwaree River Crossing, Braidwood Road.



Community Participation Plan

2. The Community Participation Plan

Council recognises that community participation is an integral part of making transparent and well-informed planning decisions.

The *Community Participation Plan* is designed to make participation in planning matters clearer for the community by setting out in one place how the community can participate in the planning system.

The *Community Participation Plan* also establishes community participation objectives that Council will use to guide the approach to community engagement.

It is important to note, however, that the planning process is but one part of an overall project lifecycle in which the community can participate. Outside of this standard process, Council undertakes post-determination, compliance and enforcement activities; to ensure that planning laws and decisions are implemented correctly.



Community Participation Plan

3. Our community participation objectives

Council has established eight (8) community participation objectives developed in accordance with the community participation principles set out in section 2.23(2) of the EP&A Act. Each objective has been given corresponding actions that Council will observe when dealing with various planning matters.

The community participation objectives are to:

Objective	Action	Example
Uphold the community's right to information.	<ul style="list-style-type: none"> • Keep accurate records of engagement activities and community input. • Comply with any statutory obligations. 	<ul style="list-style-type: none"> • Use of Councils own website to exhibit relevant information. • The community is given access to all information relevant to the item on exhibition in a manner, where not restricted under various forms of privacy legislation.
Encourage effective and on-going partnerships with the community.	<ul style="list-style-type: none"> • Build strong partnerships with the community. • Clearly set out the purpose of any engagement and how and when the community can participate in respect of a planning matters. • Protect privacy and respect confidentiality. 	<ul style="list-style-type: none"> • Ongoing community engagement activities. • Clearly detail how and when the community can be engaged. • Include accurate summations of all submission and engagement activities in reports.



Community Participation Plan

Objective	Action	Example
Ensure all information is easily accessible.	<ul style="list-style-type: none"> • Prepare information for the community that is relevant, concise and written in plain English. 	<ul style="list-style-type: none"> • Reports, advertisement, public exhibitions and notifications are all written in easily understood terms. • Written notifications issued or advertised clearly indicate what is proposed and details how the community can provide comment.
Provide the community with early opportunities to participate in strategic planning.	<ul style="list-style-type: none"> • Start community engagement as early as possible and continue this engagement for an appropriate period. • Ensure the community has reasonable time to provide input. 	<ul style="list-style-type: none"> • Draft strategic plans/policies are put on public exhibition. • Exhibition durations are reflective of the size and scope of proposals. • Exhibitions are provided extra time to allow for holiday periods.
Actively seek views that are representative of the community.	<ul style="list-style-type: none"> • Ensure community engagement accurately captures the relevant views of the community. • Ensure information is accessible and seek input from groups who may find it difficult to participate in standard engagement activities. 	<ul style="list-style-type: none"> • Workshops, surveys and drop-ins are utilised where appropriate to gather community input. • Offer a variety of different ways in which the community can provide comments.



Community Participation Plan

Objective

Action

Example

Oversee consultations by proponents and members of the community.

- Encourage proponents for major developments to consult with the community early on.

- When appropriate, Council facilitated consultations are held between interested groups and proponents.
- Consultations are focused on clarifying or resolving issues before they are escalated.

Make planning decisions in an open and transparent way.

- Explain how community input was taken into consideration, and ensure the response to community input is relevant and proportionate.
- Give genuine and proper consideration to community input.

- All post exhibition council reports include how community input was factored into decision making.
- Post exhibition assessments are conducted transparently, with reasonable notifications of all parties.

Use appropriate community participation methods.

- Use best practice engagement methods and techniques.
- Adjust engagement activities in response to community input.
- Regularly review the effectiveness of community engagement.

- Engagement methods are relative to the size and scale of proposals.
- Reviews of engagement processes are ongoing where improvements or issues are identified.



Community Participation Plan

4. The community engagement process

Council actively encourages community participation through a five-step process that is applied to planning matters. To assist in achieving fair and just resolutions for all planning matters, Council adheres to the following five (5) step process.

- | | | |
|---|-----------|---|
| 1 | Inform | The first step is to inform all relevant parties. This is done through direct written correspondence, exhibitions and public meetings; depending on the needs of a proposal. |
| 2 | Consult | This step involves consulting with the community and stakeholders to invite them to provide their insight on a proposal. Details on this written submission process can be found later in this plan. This is by far the most important part of the process, as it allows Council to accurately gauge the concerns and expectations of stakeholders and the community at large. |
| 3 | Engage | Through submissions and feedback received through the previous step, we identify key planning issues and concerns that require further consideration prior to determination. In most instances, concerns can be addressed by incorporating minor modifications into the proposal. In circumstances where these issues or concerns are great, Council can seek meetings with the relevant stakeholders and/or the community to discuss options on how to proceed. This may involve repeating this engagement process with an alternate proposal. |
| 4 | Determine | This step is where Council determines whether or not the proposal should proceed and subject to what conditions or amendments. In addition to complying with other legislative requirements, Council's <i>Code of Conduct</i> requires that the assessment and determination of all planning matters be conducted in a manner that is fair. The steps leading up to these determinations ensure that the final decision has been considered against both the community views and against the regulatory planning framework. Details of how this |



Community Participation Plan

determination has been reached are available to the public, including how community views have been considered.

5 Review

This step involves the ongoing review of the planning decision and/or Council's processes in making the determination. For most planning strategies, a review period is specified for when the strategy must be reviewed. For other planning matters such as development applications, the determination and community engagement process can help inform better planning processes.

5. Public exhibition periods

Public exhibition periods play an important role in the planning process they are used to encourage community participation and generate interest in current and future projects. The length of the exhibition period reflects the window of time where the community may provide feedback. The duration of the notification period varies depending on the nature of a specific project or planning matter being advertised. Council will utilise a combination of some or all of the following methods:

- Advertising on the Council's website;
- Letters to affected landowners or neighbours;
- Letters sent via email where the email address is known;
- Erecting site notices to advertise the proposed development; and
- Advertising in the Goulburn Post Weekly newspaper.

Minimum exhibition timeframes for certain planning matters are prescribed in Appendix 1 and 2 of this *Community Participation Plan*. Council will exhibit a proposal for the minimum timeframe specified and will consider an extended timeframe for the exhibition period based on the scale and nature of the proposal and the level of community interest. An extended public exhibition period may also be considered to accommodate public holidays or holiday periods. The period between 20 December and 10 January is also excluded from the calculation of public exhibition periods, in accordance with the EP&A Act.

Any written or published notice for an advertised development must contain the information required under section 89 of the *Environmental Planning and Assessment Regulation 2000*.



Community Participation Plan

6. Who gets notified about development?

Appendices 1 and 2 set out the minimum requirements for the notification and advertising periods for certain development application types. Where not specified under Appendices 1 or 2, the development type must be publicly exhibited for the minimum period specified under Schedule 1 of the EP&A Act. Advertising and notification activities are always up to the discretion of the assessing officer unless specified in this plan.

Neighbour notification typically includes letters to landowners immediately adjacent to the proposed development. Council acknowledges, however, that there are some instances where the neighbour notification area should be expanded due to the potential impact of the proposed development. In these circumstances, Council will expand the notification area to include those properties it believes are materially affected by the proposed development. Examples of when the notification area may be expanded can include:

- Land in close proximity to the site that may be potentially affected.
- When a recreational facility is proposed.
- When a residential flat building is proposed.
- When a large event is proposed.
- When traffic or other impacts may extend beyond the notification area.
- When the bulk and scale of the development will significant affect the streetscape.

The above is not to be taken as an exhaustive list merely a guide.

It should be noted that if you are not directly notified, the details of the proposal will be publicly available on Council's website. You do not need to be directly notified in order to view the proposal or make a submission.

|



Community Participation Plan

7. Who gets notified about other planning matters?

For other planning matters, including plans, strategies and other non-development related matters in Appendix 1, Council will focus on extensively advertising the matter through a variety of means rather than mailing out individual notification letters. This is done due to the sheer impracticality, inefficiency and waste generation that occurs in sending out individual notification letters to large parts or all of the local government area each time a planning matter is placed on exhibition.

To advertise other planning matters, Council will typically employ the following techniques:

- Advertising in the Goulburn Post Weekly newspaper.
- Regular posts on Council's social media platforms.
- Use of pamphlets or posters at the library, Civic Centre, and Community Centres.
- Use of Council's yoursay webpage.
- Media releases.

Notwithstanding the above, Council will notify key stakeholders if they represent a group of people that are likely to be significantly impacted by the proposal. Some key stakeholder groups that may be contacted can include:

- Chambers of Commerce.
- Local Aboriginal Land Councils.
- Historical Societies.
- Local planning consultants.
- Individuals affected by a planning proposal (where the planning proposal is not a broader review of the Local Environmental Plan).



Community Participation Plan

8. Some important notes regarding public exhibitions

In some circumstances, there may be development matters not subject to the mandatory exhibition timeframes put forward in the *Community Participation Plan*. This can include developments that are exempt from approval or simply have no public exhibition requirement. Additionally, there are some occasions where a government priority or administrative requirement demands immediate action on proposals that prevents the implementation of the community participation process.

Other notes to consider:



Photo: Goulburn Local Court

- Due to a combination of State and Commonwealth privacy and copyright legislation, Council may be limited in its ability to provide documentation, reproduce documentation and keep documentation on public record past the public exhibition period. It is your responsibility to ensure you have your own copies of this information.
- Not all planning matters in Goulburn Mulwaree are governed or controlled by Council. Some developments, such as large quarries, can be considered to be State Significant Development and are assessed by the Department of Planning, Industry and Environment (DPIE). When DPIE is responsible for the proposal, the proposal's details will be made available separately on DPIE's major projects website.
- Timeframes are in calendar days and include weekends.
- If the exhibition period is due to close on a weekend or a public holiday, Council will extend the exhibition to finish on the first available work day.
- The period between 20 December and 10 January (inclusive) is excluded from the calculation of a period of public exhibition.
- This document does not prevail over any other legislated requirements for public exhibitions, unless otherwise specified under the EP&A Act.



Community Participation Plan

9. How to provide submissions

Submissions can be made in the following ways:

- Handed to the Customer Service Team at the Civic Centre 184-194 Bourke Street, Goulburn. Customer Service is open from 8:30am to 4:30pm Monday to Friday, excluding public holidays.
- Posted to Locked Bag 22 Goulburn NSW 2580.
- By email. The advertisement for the item on public exhibition will specify the email address.

When making a submission towards a development application, it is recommended that you fill in the 'Submission to Development Application' form, available on Council's website. This form will ensure that Council has your contact details and can keep you informed.



Photo: Old Victoria Inn, Bungonia



Community Participation Plan

10. Guide to making submissions

Submissions can raise local issues and make a positive contribution to the planning process. These guidelines will assist in the processing of your feedback and help to expedite our response. Please consider each point carefully before submitting feedback to Council.

- Please ensure that your submission includes the reference number or title of the proposal you are lodging your submission on and must be addressed to the contact person listed. If you are lodging a submission in relation to a development application, you should include the development application number (e.g. DA/1234/1819) and the property address.
- Please make sure that your submission is lodged by the closing date for public exhibition. The closing date will be on the public exhibition notice, website or notification letter.
- Please clearly state and detail the reasons or grounds for your support or objection to the proposal. Council needs to know the reasons why you object to or support a proposal before taking it into consideration.
- Section 10.4 of the EP&A Act, requires you to disclose reportable political donations and gifts if you are making a relevant public submission to Council. Failure to disclose relevant information is an offence under the EP&A Act. Council is required to make any disclosure made under this section publicly available on its website. Further information about the requirement to disclose any political donations and gifts is outlined in Section 10.4 of the EP&A Act. If disclosure of a political donation or gift is necessary, a Disclosure Statement Form must be completed and included with your submission (available from Council's website).
- If submitting to a development application, Council may forward your submission to the applicant for a response in addition to any government agency that is a referral authority for the development application.
- Council will send you an acknowledgement of your submission, however, Council does not make individual and personalized responses to submissions. If your submission relates to a development application, Council will also notify you of the outcome of the determination or the likely date of any Council meeting determination (whichever is applicable).
- In accordance with the provisions of the *Government Information (Public Access) Act 2009* (GIPA Act), Council may place the public submission you provided on its website in full. Any personal details or contact information, will not be redacted on Council's website. Members of the public are entitled to copies of your submission under the GIPA Act. A copy of your submission may be reproduced and published in the Council reports or in Court proceedings. Refer to Council's Privacy Management Policy.



Community Participation Plan

- It is voluntary for you to provide contact information when making a submission. However, if no name or address is provided, the submission will be set aside. If providing a submission for a development application, the 'Submission to Development Application' form allows you suppress all of your contact details other than your name.
- If a submission is made on behalf of multiple people or it contains a petition, only the designated contact person will be given any subsequent acknowledgement or correspondence. The first person with legible contact details will be used if no designated contact is assigned.
- If you cannot provide a submission by the closing date of the public exhibition period, contact Council to request an extension. Extensions are considered on a case by case basis and are decided on a discretionary basis. If no extension is granted, Council may also decide to consider or disregard the submission on a discretionary basis.
- If you wish to make a presentation at a Council meeting to discuss a matter listed in the meeting agenda, you must contact Council prior to the meeting and register to speak. However you should note that not all planning matters are determined at Council meetings. Council's *Development Assessment and Decision Making Policy* separately identifies when development applications will be determined at a Council meeting rather than being determined by Council staff.



Community Participation Plan

Appendix 1: Minimum notification and advertising requirements (plans and other matters)

Proposal	Method	Minimum Period
Draft Community Participation Plans	Council website The Post Weekly	28 days
Draft Local Strategic Planning Statements	Council website The Post Weekly	28 days
Planning Proposals (Amendments to the Local Environmental Plan)	Council website The Post Weekly	28 days unless otherwise specified in the gateway determination
Draft Development Control Plans (including amendments)	Council website The Post Weekly	28 days
Draft Contributions Plans	Council website The Post Weekly	28 days
Designated Development	Council website Notification to neighbours The Post Weekly Site Notice	28 days
Review of Determination	Letter to submitters same methods as used when application originally notified/advertised	14 days



Community Participation Plan

Proposal	Method	Minimum Period
Development Applications	Advertising and notification discretionary unless otherwise specified in Appendix 2	14 days (unless otherwise specified in Appendix 2)
Integrated Development requiring approval under the Heritage Act 1977 or Water Management Act 2000 or the Protection of the Environment Operations Act 1997.	Council website Notification to neighbours The Post Weekly Site Notice	28 days
All other Integrated Development	Council Website The Post Weekly (unless otherwise specified in Appendix 2)	14 days (unless otherwise specified in Appendix 2)
Modifications made under s4.55(1)	No requirement	No requirement
Modifications made under s4.55(1A)	No requirement, unless the original development was approved by the Court on appeal, where the Court must be notified in addition and the same notification/advertising method being used as for the original development.	No requirement, unless the original development was approved by the Court on appeal, where the Court must be notified in addition and the same notification/advertising method being used as for the original development.
Modifications made under s4.55(2)	Advertising and notification discretionary unless otherwise specified in Appendix 2	14 days (unless a longer period is specified in Appendix 2)



Community Participation Plan

Proposal	Method	Minimum Period
Modifications made under s4.56	Council Website	14 days (unless a longer period is specified in Appendix 2)
	The Post Weekly	
	The Court	
	Notification to each person who made a submission to the original development application	
	Any other advertising or notification required for the development in accordance with Appendix 2.	
Voluntary Planning Agreements	Council website	28 days
	Notification to neighbours	
	The Post Weekly	
Variations under Clause 4.6 of the Goulburn Mulwaree Local Environmental Plan	Council website	28 days
	Notification to neighbours	
	The Post Weekly	
* The Department of Planning, Industry and Environment is responsible for the exhibition of these proposals		



Community Participation Plan

Appendix 2: Exhibition requirements for specific development types

Note: Refer to Appendix 1 before applying this table. If the development is not listed in the table below, a minimum public exhibition period of 14 days is applied and advertising and notification is made at the development assessment officer's discretion.

Proposal Type	Method of notification				Min duration
	Council Website	Letters to neighbours	The Post Weekly	Site Notices	
Amusement centres	✓	✓	✓	✓	14 Days
Animal boarding or training establishments	✓	✓			21 Days
Boarding house or hostel	✓	✓			14 Days
Boundary adjustments (only where both lots are owned by the applicant)					No requirement
Caravan parks and camping grounds	✓	✓	✓	✓	21 Days
Cemeteries (other than private burial) crematorium and mortuaries	✓	✓	✓	✓	28 Days
Change of use in B3 Commercial Core zone to commercial premise					No requirement
Change of use to office premises					No requirement
Commercial premises floor area greater than 500m ²	✓	✓	✓	✓	14 Days
Demolition or work to a local heritage item	✓	✓	✓	✓	14 days
Demolition or work to a state heritage item	✓	✓	✓	✓	28 Days
Educational establishments	✓	✓	✓	✓	28 Days
Entertainment facilities (major, indoor, outdoor)	✓	✓	✓	✓	21 days
Extractive industries	✓	✓	✓	✓	28 Days



Community Participation Plan

Proposal Type	Method of notification				Min duration
	Council Website	Letters to neighbours	The Post Weekly	Site Notices	
Food and drink premises	✓	✓	✓	✓	14 Days
Function centres	✓	✓	✓	✓	21 Days
Health service facilities	✓	✓	✓	✓	14 Days
Haulage routes – all developments with direct access (see footnote) ¹	✓	✓			14 Days
Industries or industrial premises with a floor area greater than 500m ²	✓	✓	✓		14 days
Intensive livestock & plant agriculture	✓	✓	✓	✓	28 Days
Neighbourhood shop	✓	✓	✓	✓	14 Days
Places of public worship	✓	✓	✓	✓	21 Days
Recreation facility (major, indoor, outdoor)	✓	✓	✓	✓	21 Days
Residential accommodation up to two additional dwellings (excluding single storey dwellings and secondary dwellings)	✓	✓			14 Days
Residential accommodation (three or more additional dwellings including boarding houses, multi dwelling housing, residential flat buildings etc.)	✓	✓	✓	✓	21 Days
Residential – group homes	✓	✓			14 days
Residential – new two storey	✓	✓			14 days
Residential single storey dwellings (not including secondary dwellings)					No requirements
Restricted premises	✓	✓	✓	✓	21 Days
Rural industries	✓	✓	✓	✓	14 days
Service stations	✓	✓			14 Days
Sex services premises	✓	✓	✓	✓	28 Days



Community Participation Plan

Proposal Type	Method of notification				Min duration
	Council Website	Letters to neighbours	The Post Weekly	Site Notices	
Shop top housing	✓	✓	✓	✓	21 days
Signage	✓	✓			14 Days
Subdivision Strata or Community Title (no new works proposed)					No requirement
Subdivisions of land no more three (3) lots	✓	✓			14 Days
Subdivisions of land four (4) or more lots	✓	✓	✓	✓	21 Days
Telecommunication facility towers	✓	✓	✓	✓	14 Days
Temporary use of Land	✓	✓	✓	✓	14 Days
Tourist and visitor accommodation	✓	✓	✓	✓	21 days

¹Development proposed on a known haulage route will be notified to the haulage operator/generator

16.10 POSSESSORY TITLE APPLICATION - LOTS 11 & 12 DP 1153755

Author: Business Manager Property & Community Services

Director Corporate & Community Services

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. Aerial Photo Lots 11 & 12 DP 1153755 [↓](#) 

Link to Community Strategic Plan:	18. Our Infrastructure IN3 Maintain and improve road infrastructure and connectivity.
Cost to Council:	As at 30 June 2023, there is \$6,123.18 in outstanding rates on this strip of land since it became rateable under the Local Government Act 1993. Owners Corporation SP85375 is meeting all legal fees and disbursements and any other costs associated with this Possessory Title Application.
Use of Reserve Funds:	Nil.

RECOMMENDATION

That;

1. The report from the Business Manager on a Possessory Title Application – Lots 11 and 12 in DP 1153755 be received.
2. Council supports the Owners Corporation SP85375 acquiring Lots 11 and 12 in DP 1153755 via a Possessory Title Application with NSW Land Registry Services dedicating Lots 11 and 12 as Common Property for the purpose of securing legal driveway access to the affected townhouses subject to;
 - Owners Corporation SP85375 meeting all legal fees and disbursements and any other costs associated with this dealing,
 - An amount of \$6,123.18 in outstanding rates (as at 30.06.2023) on these parcels of land be written off and;
 - All accrued interest and rates to be payable by Owners Corporation SP85375 from 1 July 2023 inwards.

BACKGROUND

Due to amendments to the *Local Government Act 1993* several years ago, a strip of land identified as Lots 11 and 12 in DP 1153755 became rateable (refer attached aerial photo). Unfortunately, the registered owner of this strip of land has been deceased for many decades. To complicate matters, there are three townhouses at the rear reliant on this strip of land for access to their properties via Faithfull Street, Goulburn.

This report summarises steps taken to date by the Business Manager Property & Community Services to facilitate a Possessory Title Application by the affected Owners Corporation.

REPORT

There are two separate issues surrounding this property dealing, namely;

1. Original DA Consent & Occupation Certificate

Issued many years ago without ensuring legal access was made available to this 3-x townhouse development from a strip of '*privately owned land*' off Faithfull St (i.e. Lots 11 and 12 DP 1153755), despite a Right of Carriageway subsequently being registered on these titles. The then local developer has long since sold these townhouses and does not want anything to do with resolving this matter despite previously commencing a Possessory Title Application under section 45D *Real Property Act 1900* in respect of Lots 11 and 12 DP 1153755 (verified with the NSW Office of the Registrar General on 8 November 2022). This application was made on 23 February 2011 and subsequently withdrawn. Unfortunately, the Registrar General does not keep records of withdrawn applications.

2. Unpaid Rates for Lots 11 & 12 DP 1153755 – Faithfull Street

There is currently \$6,123.18 in outstanding rates (as at 30.06.2023) on this strip of land since it became rateable under the *Local Government Act 1993* over 13 years ago. This strip of land was not included with other properties presented for auction in 2023 for unpaid rates however this matter does need resolving i.e. Council's legislative requirements are to continue applying rates to Lots 11 and 12 DP 1153755 registered in the name of John Sydney Lillis (i.e. acquired in 1914 and now deceased with no known executors to the estate).

Having liaised with the solicitor acting on behalf of the Owners Corporation, they agreed it would be in everyone's best interest for the Owners Corporation to acquire Lots 11 and 12 DP 1153755.

From Council's perspective, there is no objection to the Owners Corporation acquiring this strip of land via a Possessory Title Application with NSW Land Registry Services and dedicating it as Common Title (i.e. a driveway providing access to their townhouses via Faithfull Street, Goulburn), subject to;

- Owners Corporation SP85375 meeting all legal fees and disbursements associated with this dealing,
- An amount of \$6,123.18 in outstanding rates (as at 30.06.2023) on these parcels of land be written off and;
- All accrued interest and rates to be payable by the Owners Corporation SP85375 from 1 July 2023 inwards.



16.11 GOULBURN MULWAREE COUNCIL YOUTH CONSULTATION REPORT 2024**Author:** Business Manager Property & Community Services

Director Corporate & Community Services

Authoriser: Aaron Johansson, Chief Executive Officer**Attachments:** 1. Goulburn Mulwaree Council Youth Consultation Report 2024  

Link to Community Strategic Plan:	13. Our Community CO3 Foster and encourage positive social behaviours to maintain our safe, healthy, and connected community.
Cost to Council:	Funded from the NSW Office for Regional Youth – Connect, Support, and Empowerment Youth Program.
Use of Reserve Funds:	Nil.

RECOMMENDATION

That;

1. The report from the Business Manager Property & Community Services on the Goulburn Mulwaree Council Youth Consultation Report 2024 be received.
2. The Goulburn Mulwaree Council Youth Consultation Report 2024 be offered for community consultation by way of public notice and public exhibition for 28 days and also be circulated to all relevant community service organisations within the Goulburn Mulwaree Council Local Government Area and the NSW Office for Regional Youth.
3. A further report be submitted to Council to consider any submissions received and for final endorsement of the Goulburn Mulwaree Council Youth Consultation Report 2024.

BACKGROUND

The Goulburn Mulwaree Council Youth Consultation Report 2024 is funded through a grant from the NSW Office for Regional Youth. It is important to note there are over 180 pages of raw data collected that this document summarises.

Council's Youth Services team engaged consultants (KD Solutions Pty Ltd) to prepare the Youth Consultation / Survey Report over several months. This survey work is part of Council's successful grant application for its Connect, Support and Empower Youth Program. Over this period, the Youth Services team, with support from KD Solutions, undertook a consultation process to obtain valuable feedback from the Goulburn Mulwaree LGA's youth.

REPORT

Council's Youth Services team engaged consultants (KD Solutions Pty Ltd) to prepare a Youth Consultation / Survey Report over a 9-month period from April 2023 to January 2024. Over this period, the Youth Services team, with support from KD Solutions, undertook a consultation process to obtain valuable feedback from the Goulburn Mulwaree LGA's youth. As part of this consultation, over 820 young people were surveyed through group work and 915 young people surveyed through face-to-face consultation.

The attached Goulburn Mulwaree Council Youth Consultation Report 2024 provides a good summary from this youth consultation project and highlights the current issues our youth are facing, what they believe the areas of concern are, and where they would like Council to focus its attention. This report outlines:

- The why
- The consultation process
- Who we heard from
- The data trend
- Community pillar and themes
- Next steps

The Goulburn Mulwaree Council Youth Consultation Report 2024 was presented to the Councillor Briefing Session on 4 June 2024.

It is recommended this report be offered for community consultation by way of public notice and public exhibition for 28 days and circulation to all relevant community service organisations within the Goulburn Mulwaree Council Local Government Area and the NSW Office for Regional Youth.

It is also recommended a further report be submitted to Council to consider any submissions received and for final endorsement of the Goulburn Mulwaree Council Youth Consultation Report 2024.



Goulburn Mulwaree Council Youth Consultation Report 2024

Prepared by
KD Solutions Pty Ltd



Table of Contents



The Why?

The Consultation Process

Who we heard from?

Data trends

Emerging Community Pillars
and Themes

The Why?



Both at the national and state levels, governments have been actively seeking input from young people regarding their concerns and aspirations for the future. This engagement has taken various forms, including surveys and group consultations. Over time, both state and federal governments have released documents and strategies outlining areas of focus when addressing youth-related issues. While it is valuable to consider these documents, our Council believes it is equally important to conduct our own consultations that are tailored to and co-designed with young people, for young people. We recognize emerging trends nationwide, such as mental health, education, community connection, and youth voice, however it's crucial to understand how these issues manifest specifically within the context of Goulburn Mulwaree Council's youth population. As a smaller regional LGA, our young people's experiences may differ from those in metropolitan areas. Guided by our Council's vision of fostering a resilient, vibrant, and connected community, we are committed to engaging in place-based and co-designed consultations with our youth. Our aim is to understand the current challenges to identify what's working and what isn't, and collaboratively explore community-driven solutions to support young people in flourishing and achieving their goals.

Future Proofing

Investing in the Future: Youth represent the future of any community. Strategic direction focused on youth ensures that resources and efforts are directed towards nurturing, empowering, and supporting young people. By investing in youth, communities like Goulburn Mulwaree are investing in their long-term social, economic, and cultural development.

Addressing Specific Needs: Young people often face unique challenges and opportunities that require tailored approaches. A Youth Strategic Direction allows for the identification and prioritization of these needs, whether they relate to education, employment, mental health, housing, or recreational activities.

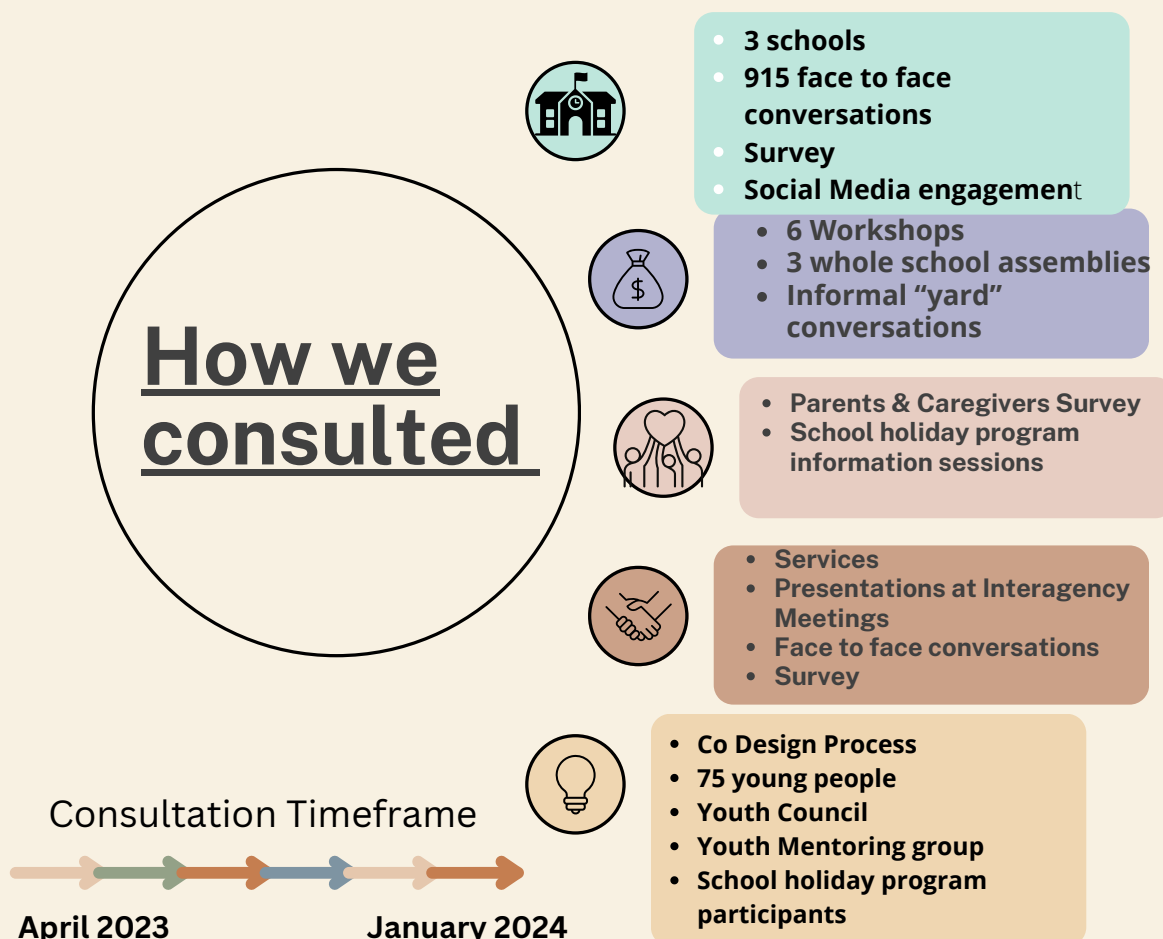
Engaging Youth in Decision-Making: Involving young people in the development and implementation of strategic directions that affect them fosters a sense of ownership, responsibility, and engagement. Youth perspectives are valuable in shaping policies, programs, and services that meet their needs effectively. Additionally, engaging youth in decision-making processes promotes civic participation and empowers them as active

Promoting Inclusivity and Equity: A Youth Strategic Direction should prioritize inclusivity and equity, ensuring that all young people, regardless of their background, have equal access to opportunities and support. This involves addressing systemic barriers and disparities that may exist within the community and implementing strategies to promote diversity, inclusion, and social justice.

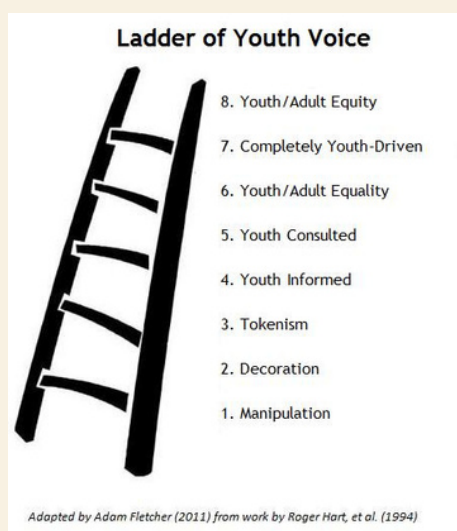
Building Resilience and Well-Being: Investing in the well-being and resilience of young people contributes to the overall strength and vitality of the community. A Strategic Direction focused on youth can include initiatives to promote mental health, foster positive relationships, provide access to support services, and create safe and supportive environments for growth and development.

Driving Innovation and Creativity: Young people often bring fresh perspectives, innovative ideas, and creative solutions to community challenges. A Youth Strategic Direction that encourages entrepreneurship, innovation, and creativity can stimulate economic growth, drive social progress, and enhance the overall vibrancy of the community.

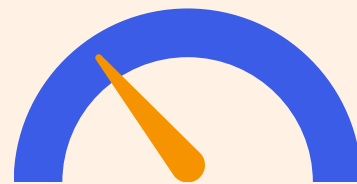
The Consultation Process



Involving young people in the co-design process was pivotal for ensuring their meaningful participation, aligning with the principles of the Ladder of Youth Voice. To achieve this, a variety of tools were utilized, including central locations for consultations and allowing youth to shape survey questions and design. By actively seeking diversity, engagement encompassed individuals from various backgrounds, including newly arrived, ATSI, young parents, and those beyond the typical high school age bracket. Moreover, collaboration extended to partnering with three local schools and conducting multiple school assembly presentations. With the involvement of 75 young people in the co-design process, the commitment to inclusivity ensured a broad spectrum of perspectives across the Goulburn Mulwaree area. Empowering all young people stood as a top priority for the Council's Youth Services team, and their efforts achieved remarkable success, reflecting different levels of youth engagement on the Ladder of Youth Voice.



Who We Heard From

**821**YOUNG PEOPLE THROUGH
SURVEYS**915**YOUNG PEOPLE THROUGH
FACE TO FACE
CONSULTATIONS**55**PARENTS & SERVICES
PROVIDERS

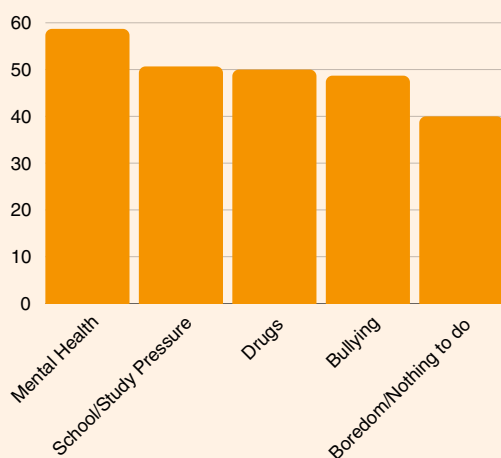
We have actively engaged with young individuals, gathering valuable insights and perspectives through surveys, face-to-face workshops, and individual conversations at community events. These diverse platforms have provided avenues for open dialogue and meaningful interactions, allowing us to listen attentively to the voices of our youth. From sharing their aspirations to expressing their concerns, young people have contributed invaluable feedback, shaping our understanding of their needs and priorities. By embracing various channels of communication, we have fostered a culture of inclusivity and collaboration, ensuring that the voices of young members in our community are heard and respected. This collective engagement has not only enriched our understanding but has also empowered us to take informed action to address the challenges and opportunities facing our youth.

"Inclusive communities value and include the voices of young people in consultations, fostering a harmonious and resilient future."- KD Solutions

Data Trends

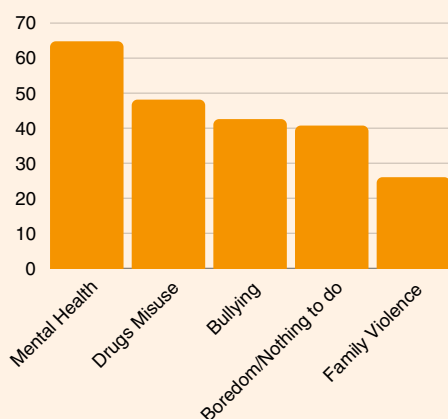
Top 5 Areas

Young People



- Mental Health
- School/Study Pressure
- Drugs
- Bullying
- Boredom/Nothing to do

Parents & Community



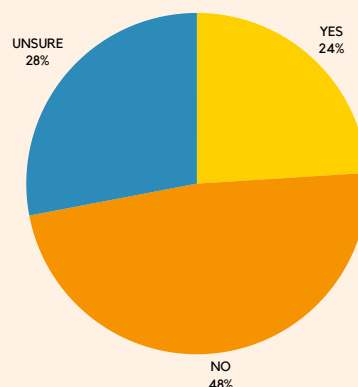
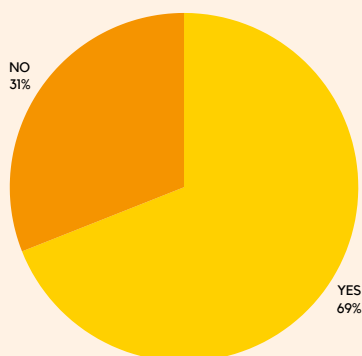
- Mental Health
- Drugs
- Bullying
- Boredom/Nothing to do
- Family Violence

Data Trends

Young People

Parents & Community

ARE THERE ENOUGH SERVICES AVAILABLE TO HELP SUPPORT YOUNG PEOPLE IN GOULBURN?



WHAT IS ONE THING THAT COULD BE DONE TO IMPROVE THINGS FOR YOUNG PEOPLE IN THE COMMUNITY?



“More activities and excursion programs such as the 2024 holiday programs.”

“Find a way to get more venues like headspace in Goulburn and surrounding.”

“Encourage males mental health conversation.”

“Give them a voice”

“More safe spaces (outside the house) and more mental health services”

“Higher education”

“Have a community garden for young people to contribute to or to have a green space in a safe area where you don’t feel unsafe.”

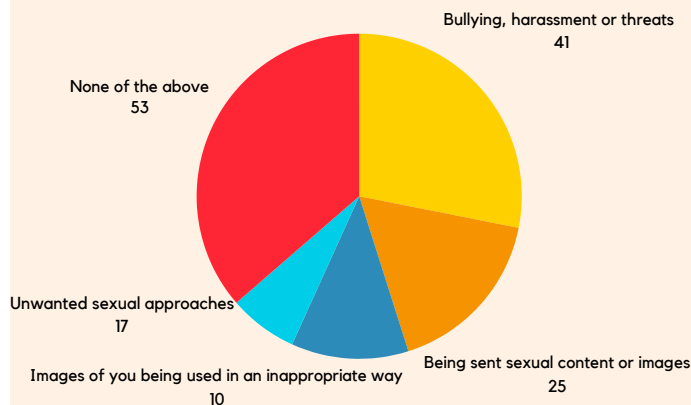
“More community days for the youth to improve the relationship of the community’s youth so we can feel more comfortable around our peers.”

“For young people to know it’s okay to speak up and get help in the community.”

“More support in communication and understanding to kids who struggle in the school environment.”

“Have more services available for lower prices as not everyone is able to afford current services that are available.”

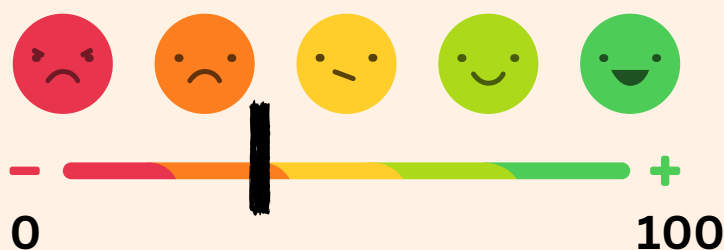
Data Trends



Based on the survey responses:

- 433 respondents reported experiencing some form of online harassment or abuse.
- The most commonly reported form of harassment was bullying, harassment, or threats, with 336 respondents indicating they had experienced this.
- The second most common form of harassment was being sent sexual content or images, with 203 respondents reporting this.
- Unwanted sexual approaches were reported by 136 respondents.
- 81 respondents reported experiencing the inappropriate use of images of themselves.
- Finally, 387 individuals indicated that they had not experienced any of the above forms of online harassment.

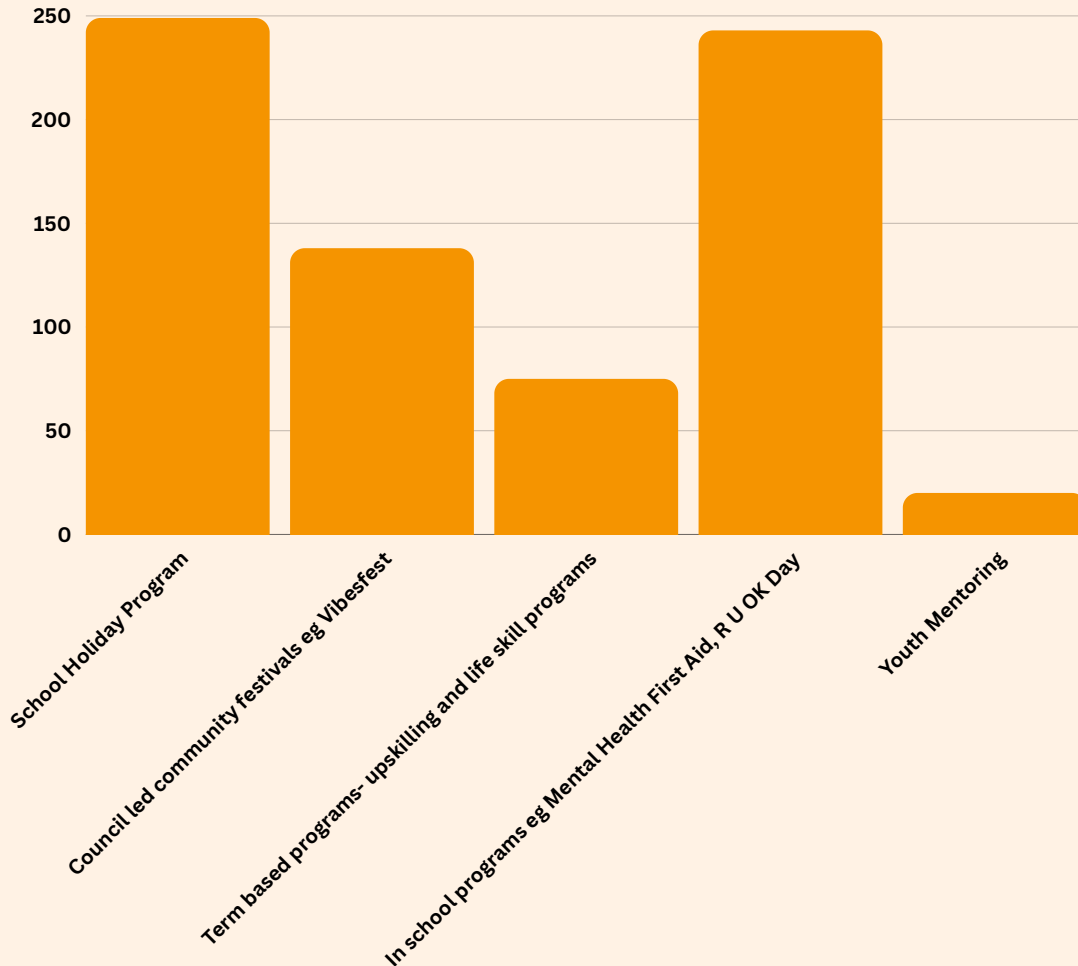
How connected to the community do you feel as a young person?



On average, young people in the community reported feeling moderately connected, with an average score of 40 out of 100.

Data Trends

HAVE YOU PARTICIPATED IN ANY OF THE FOLLOWING COUNCIL YOUTH SERVICES PROGRAMS AND INITIATIVES?



A total of 674 young individuals participated in a range of programs coordinated by Council, showcasing the Council's commitment to youth development. These initiatives encompassed diverse offerings such as the School Holiday Program, which provided recreational activities and learning opportunities during breaks. Additionally, community festivals like Vibesfest offered a platform for cultural exchange and celebration. Term-based programs focused on upskilling and life skills, aimed to equip youth with valuable abilities for personal and professional growth. Within schools, efforts were made to promote mental health awareness through initiatives like Mental Health First Aid and events like R U OK Day. Furthermore, youth mentoring opportunities, exemplified by endeavors like the Kokoda Track expedition, provided avenues for personal development and leadership building. Through these varied initiatives, Council demonstrated its dedication to nurturing the potential and well-being of young people within the community.



From the consultation data four main pillars of need have emerged. These should form the cornerstone of our approach to supporting our community's youth. Our efforts, resources and collaboration should be channelled towards addressing the challenges arising within these four pillar areas, and through the prioritization of directly related strategies, we should strive to realize a shared vision of enhancing the well-being and prosperity of the youth population in Goulburn Mulwaree.

The four pillar areas closely align with the those outlined in the Regional NSW Youth Framework and the Regional Australia Institute's Regionalisation Ambition 2032.



Emerging Priority Themes

The Goulburn Mulwaree community's youth has told us they aspire to lead fulfilling lives filled with happiness, well-being, and meaningful connections. They seek opportunities to develop essential life skills, actively engage with their surroundings, and receive support to pursue their ambitions. Encouragingly, a significant portion of young individuals surveyed have participated in community and youth events over the past year, indicating a desire for further involvement in local groups and activities.



Health & Wellbeing

- Mental health support
- Healthcare and social support services
- Low cost/no cost access to supports

Community Connectivity

- Stronger community connection
- Create regional and wider connections
- Embed higher levels of inclusivity

Growth & Prosperity

- Cultivate a growth mindset and positive attitude
- Seek out mentors and role models for guidance
- Explore opportunities for personal and professional development
- Network and build new relationships in the Community

Equipped to be life ready

- Life skills
- Career and employment pathways
- Schools promoting happiness, well-being, and community connectivity



In Goulburn Mulwaree the needs of its approximately 4,600 young people are varied and significant. These youths, aged between 12 to 24, require comprehensive support systems that address their diverse needs spanning education, employment, mental health, and social integration. Access to quality education and vocational training programs is essential to equip them with the skills and knowledge necessary for future success. Additionally, avenues for meaningful employment opportunities and career guidance are crucial to empower them towards economic independence and stability. Mental health services tailored to the unique challenges and pressures faced by young individuals are imperative, ensuring their emotional well-being and resilience. Furthermore, initiatives promoting social inclusion and community engagement are vital to foster a sense of belonging and purpose among the youth population. Despite the Local Government Area's rich potential, barriers such as limited resources, inadequate infrastructure, and systemic inequalities may hinder the fulfillment of these needs. Thus, concerted efforts from government bodies, community organizations, and stakeholders are essential to surmount these obstacles and create a supportive environment where the young people of Goulburn Mulwaree can thrive and contribute positively to society.

Recommendations

- **Seek Council's endorsement to showcase the report for public comment for 28 days**
- **Update the report as per feedback from community and youth**
- **Explore opportunities to develop a detailed annualised action plan for the Youth Services team**
- **Adopt Emerging Pillars to inform Council's Youth Strategic Direction**

Acknowledgements

We extend our gratitude to the young people of Goulburn Mulwaree for their invaluable contributions and unwavering dedication throughout the co-design process. Your passion, creativity, and insightful perspectives have been instrumental in shaping our efforts to better serve the youth community. Your active involvement in developing surveys and guiding the consultation process has not only enhanced the quality of our initiatives but has also ensured that they are tailored to meet your needs and aspirations. We deeply appreciate your commitment to making a positive difference in our community and commend your enthusiasm for driving meaningful change.

To the Goulburn Mulwaree Youth Council thank you for your exceptional leadership and collaborative spirit in facilitating the co-design work. Your commitment to representing the voices of young people and advocating for their interests has been commendable. Your dedication to fostering inclusivity and empowering youth participation has been instrumental in ensuring that our initiatives are reflective of the diverse perspectives and experiences within our community. We are truly grateful for your tireless efforts and unwavering support in making our shared vision for youth development a reality. Thank you for your passionate and creative contributions.

Our sincere appreciation to the service providers and parents of Goulburn Mulwaree for their invaluable support and collaboration throughout our efforts to enhance youth development. Your dedication to the well-being and growth of our young people has been truly commendable. To the service providers, we are grateful for your tireless efforts in delivering essential services and programs that positively impact the lives of our youth. Your commitment to innovation and excellence has been instrumental in providing our young people with the support and resources they need to thrive.



THANK
YOU
😊

*Couldn't
have done it
without you!*

16.12 2324T0009 QUEEN STREET KERB AND GUTTER REPLACEMENT

Author: Contracts & Civil Works Coordinator
Director Operations

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. 2324T0009 Tender Evaluation.pdf - Confidential
2. Queen St Kerb and Gutter Replacement 2324T0009 Evaluation Report.pdf - Confidential

Link to Community Strategic Plan:	18. Our Infrastructure IN3 Maintain and improve road infrastructure and connectivity.
Cost to Council:	Project is fully grant funded under LRCI4
Use of Reserve Funds:	Nil

RECOMMENDATION

That

1. The report from the Contracts & Civil Works Coordinator on Tender 2324T0009, for Queen Street Goulburn Kerb and Gutter Replacement be received.
2. The Tender submission from Cleary Bros Pty Ltd Pty Ltd is accepted for the Queen Street Kerb and Gutter Replacement, at a tender price of \$303,091.94 (GST Inclusive) accordance with the specification and associated documents for Tender 2324T0009.

BACKGROUND

The kerb and gutter replacement at Queen Street Goulburn is part of the 23/24 Capital Works program.

Council has been successful in securing grant funding through LRCI4 to improve the kerb and gutter infrastructure on Queen Street.

REPORT

Tenders were called on the 19 March 2024 for the replacement of kerb and gutter on Queen Street Goulburn. The tender process was conducted in accordance with the requirements of the Local Government Act 1993, Local Government (General) Regulation 2005 and the Tendering Guidelines of NSW Local Government (General) Regulation 2009.

Tenders closed on 23 April 2024. Submissions were received from eight companies. A detailed evaluation of the submissions was undertaken in line with the approved tender plan. Submissions were ranked at the conclusion of the evaluation process. A detailed evaluation is attached to this report.

Following the completion of the tender evaluation process, the Evaluation Panel recommends Cleary Bros Pty Ltd as the preferred tenderer in accordance with the documentation for Tender 2324T0009. This recommendation is based on Clear Bros Pty Ltd being the highest-ranking proponent at the completion of the evaluation process combining both the non-price and price criteria.

The Evaluation Report is included with the Closed Session reports in accordance with s10A(2)(d) Local Government Act 1993 as it contains commercial information that would, if disclosed, prejudice the commercial position of the person who supplied it. It is not appropriate for this to be provided in an Open Session as it relates to tender information.

16.13 TENDER 2324T0011 - CONTAMINATED ROAD MILLING REMOVAL**Author:** Business Manager Community Facilities

Director Operations

Authoriser: Aaron Johansson, Chief Executive Officer**Attachments:** 1. 2324T0011 Tender Evaluation Report - Confidential

Link to Community Strategic Plan:	18. Our Infrastructure IN3 Maintain and improve road infrastructure and connectivity.
Cost to Council:	No additional funds are requested for this work. Funding Sources: 1. NSW Government's Fixing Local Roads Program for \$1,567,100 2. Goulburn Mulwaree Council for \$522,366
Use of Reserve Funds:	Nil

RECOMMENDATION

That:

1. The report from the Business Manager Community Facilities on Tender 2324T0011 for the Contaminated Road Milling Removal be received.
2. The Tender submission from Environmental Earth Sciences (NSW) is accepted for the Contaminated Road Milling Removal at a tender price of \$418,450 (GST Inclusive) in accordance with the specification and documents for Tender 2324T0011.

BACKGROUND

On 3 November 2021 Council was successful in obtaining funding and approval to undertake deep lift asphalt works on Deccan Street between Goldsmith Street and Clinton Street under the NSW Government's Fixing Local Roads Program.

Additional funding and approval were received on 4 January 2023 to undertake deep lift asphalt works on Clinton Street between Cowper Street and Deccan Street under the Australian Government's Heavy Vehicle Safety and Productivity Program.

During the road construction coal tar was found in several sections along Deccan Street. The material was removed by qualified contractors experienced in this type of work.

A methodology for its disposal was developed so a procurement process could commence. This report is advising Council of the outcome of the tender process.

The total project budget is \$2,089,466 (GST Exclusive), which was for the rehabilitation of Deccan Street from Clinton Street to Goldsmith Street. The total spend to date is \$1,665,911 (GST Exclusive) with current available funds of \$423,545 (GST Exclusive) remaining to complete the project.

REPORT

Tenders were called on 8 April 2024 for the removal and disposal of the contaminated road material resulting from the recent road rehabilitation works at Deccan Street. The tender process was conducted in accordance with the requirements of the Local Government Act 1993, Local Government (General) Regulation 2005 and the Tendering Guidelines of NSW Local Government (General) Regulation 2009.

Tenders closed on 30 May 2024. Submissions were received from five companies. A detailed evaluation of the submissions was undertaken in line with the approved tender plan. Submissions were ranked at the conclusion of the evaluation process. A detailed evaluation is attached to this report.

Following the completion of the tender evaluation process, the Evaluation Panel recommends Environmental Earth Sciences (NSW) as the preferred tenderer in accordance with the documentation for Tender 2324T0011. This recommendation is based on Environmental Earth Sciences (NSW) being the highest-ranking proponent at the completion of the evaluation process combining both the non-price and price criteria.

The Evaluation Report is included with the Closed Session reports in accordance with s10A(2)(d) Local Government Act 1993 as it contains commercial information that would, if disclosed, prejudice the commercial position of the person who supplied it. It is not appropriate for this to be provided in an Open Session as it relates to tender information.

16.14 VP 405281 - CAOURA ROAD REALIGNMENT

Author: Natural Disaster Coordinator
Director Operations

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. Caoura Rd Realignment Evaluation Report VP 405281 - 24052024.pdf - Confidential
2. VP405281 Caoura Rd Realignment - Evaluation Sheet 24052024.pdf - Confidential

Link to Community Strategic Plan:	18. Our Infrastructure IN3 Maintain and improve road infrastructure and connectivity.
Cost to Council:	Funded under the Disaster Recovery Funding Arrangements
Use of Reserve Funds:	NIL

RECOMMENDATION

That

1. The report from the Natural Disaster Coordinator on VP 405281 for the Natural Disaster Caoura Road Realignment be received.
2. The Request for Quotation from Coopers Earthmoving and Haulage Pty Ltd is accepted for the Caoura Road Realignment, for \$757,917.75 (GST Inclusive) in accordance with the specification and associated documents for Vendor Panel VP 405281.

BACKGROUND

Goulburn Mulwaree local government area has faced eight natural disaster events since the start of 2020. To aid in the restoration efforts, Council has successfully secured funding through the Australian Government Disaster Recovery Funding Arrangements.

Following two significant rainfall events in March and October 2022, staff observed substantial lateral and vertical movement on the unsealed portion of Caoura Road. This road traverses steep terrain above an escarpment leading to the Shoalhaven River Catchment, providing access to six properties.

REPORT

Request for Quotations were called on 5 April 2024 for the realignment of Caoura Road through VP 405281. The RFQ process was conducted in accordance with the requirements of the Local Government Act 1993, Local Government (General) Regulation 2005 and the Tendering Guidelines of NSW Local Government (General) Regulation 2009.

Request for Quotation documentation was sent to three members of the Minor Civil Works Panel Contract (2021T0016) that was established to support the Natural Disaster Projects.

The Request for Quotations closed on 7 May 2024. Submissions were received from two companies. A detailed evaluation of the submissions was undertaken in line with the approved tender plan. Submissions were ranked at the conclusion of the evaluation process. A detailed evaluation is attached to this report.

Following the completion of the evaluation process, the Evaluation Panel recommends Coopers Earthmoving & Haulage Pty Ltd as the preferred contractor for VP405281 Natural Disaster Caoura Road Realignment. This recommendation is based on Coopers Earthmoving & Haulage Pty Ltd being the highest ranking proponent at the completion of the evaluation process, combining both the non-price and price criteria.

Coopers Earthmoving & Haulage Pty Ltd has undertaken similar projects for many Councils, and have positive testimonials for their work.

The Evaluation Report is included with the Closed Session reports in accordance with S10A(2)(d) of the Local Government Act 1993, as it contains commercial information that would, if disclosed, prejudice the commercial position of the company who supplied it. It is not appropriate for this to be provided in an Open Session.

16.15 MONTHLY FINANCIAL REPORT

Author: Business Manager Finance & Customer Service
Director Corporate & Community Services

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. Monthly Financial Report [↓](#) 

Link to Community Strategic Plan:	25. Our Civic Leadership CL1 Effect resourceful and respectful leadership and attentive representation of the community.
Cost to Council:	Nil
Use of Reserve Funds:	Nil

RECOMMENDATION

That the report by the Director Corporate & Community Services on the Monthly Financial Report be received.

BACKGROUND

To provide details on Council's actual income and expenditure compared to the estimate of Council's income and expenditure.

This report is made in compliance with the requirements of the *Local Government (General) Regulation 2005 – Reg 202 (a)*, relating to Council's responsible accounting officer to maintain a system for budgetary control.

REPORT

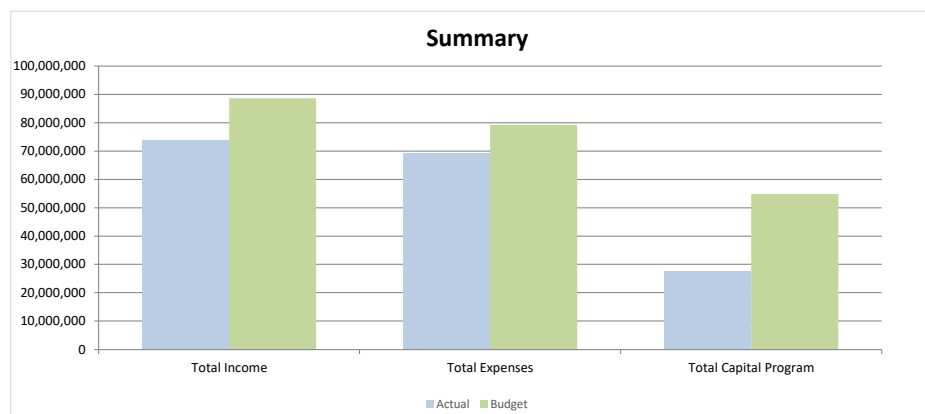
The Attachment includes the Capital Expenditure Year-to-Date Reports by Directorate along with reports comparing Council's year-to-date income and expenditure against the annual budget for each of the funds for the 2023/24 financial year.



Council Summary Report by Fund for 2023/24
for YTD Period Ending May

Date Report Run: 29-May-2024

General Fund								% of Time:	91%
Description	Original Budget 24PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 24PJQ3	\$ Variance	% of Budget	
Income									
Rates & Annual Charges	24,061,340	<u>24,016,661</u>	0	0	24,016,661	24,003,662	-12,999	100%	
User Charges & Fees	8,931,836	<u>9,042,680</u>	0	0	9,042,680	8,931,836	-110,844	101%	
Interest & Investment Revenue	785,000	<u>1,240,399</u>	0	0	1,240,399	1,285,000	44,601	97%	
Other Revenues	1,567,761	<u>1,713,003</u>	0	0	1,713,003	1,685,309	-27,694	102%	
Operating Grants & Contributions	11,878,327	<u>6,620,414</u>	0	0	6,620,414	13,349,777	6,729,363	50%	
Internal Income	21,643,853	<u>19,026,068</u>	0	0	19,026,068	21,925,047	2,898,980	87%	
Total Income	68,868,116	61,659,224	0	0	61,659,224	71,180,631	9,521,407	87%	
Expense									
Employee costs	27,255,573	<u>23,626,957</u>	4,444	2,627	23,634,028	28,060,311	4,426,283	84%	
Materials & Contracts	17,055,491	<u>20,005,976</u>	1,098,065	1,686,779	22,790,819	18,391,620	-4,399,200	124%	
Borrowing Costs	748,024	<u>535,058</u>	0	0	535,058	839,411	304,353	64%	
Depreciation & Impairment	17,412,649	<u>11,653,474</u>	0	0	11,653,474	17,412,649	5,759,175	67%	
Other Expenses	1,463,718	<u>1,306,232</u>	12,645	0	1,318,877	1,446,718	127,841	91%	
Internal Expenses	13,010,975	<u>12,082,349</u>	0	0	12,082,349	13,042,914	960,565	93%	
Total Expense	76,946,429	69,210,046	1,115,153	1,689,406	72,014,606	79,193,623	7,179,017	91%	
Operating Surplus/(Deficit) before Cap	-8,078,312	-7,550,823	-1,115,153	-1,689,406	-10,355,382	-8,012,992	2,342,390	129%	
Capital Income									
Capital Grants & Contributions	26,024,444	12,352,866	0	0	12,352,866	31,789,973	19,437,107	39%	
Operating Surplus/(Deficit) after Capit	17,946,132	4,802,043	-1,115,153	-1,689,406	1,997,484	23,776,981	21,779,498	8%	
Non Cash									
Depreciation & Impairment	17,412,649	11,653,474	0	0	11,653,474	17,412,649	5,759,175	67%	
WDV of Asset Disposals	0	406,094	0	0	406,094	0	-406,094	0%	
Total Non Cash	17,412,649	12,059,568	0	0	12,059,568	17,412,649	0	69%	
Investing Fund Flows									
Capital Works	-45,897,278	<u>-27,523,065</u>	0	-15,449,279	-42,972,344	-54,787,062	-11,814,718	78%	
Asset Sales	640,000	<u>283,944</u>	0	0	283,944	640,000	356,056	44%	
Total Investing Fund Flows	-45,257,278	-27,239,121	0	-15,449,279	-42,688,400	-54,147,062	-11,458,662	79%	
Financing Fund Flows									
Loan Principal	-1,816,872	<u>-1,242,448</u>	0	0	-1,242,448	-1,776,099	-533,651	70%	
Proceeds from Borrowings	4,000,000	<u>0</u>	0	0	0	0	0	0%	
Total Financing Fund Flows	2,183,128	-1,242,448	0	0	-1,242,448	-1,776,099	-533,651	70%	
Net Inc/(Dec) in Funds before Transfer	-7,715,370	-11,619,958	-1,115,153	-17,138,686	-29,873,796	-14,733,531	15,140,266	203%	
Reserve Movements									
Transfers to Internal Reserves	191,583	<u>-576,978</u>	0	0	-576,978	212,681	789,659	-271%	
Transfers to Developer Contributions	-2,819,500	<u>-2,673,253</u>	0	0	-2,673,253	-2,819,500	-146,247	95%	
Transfers to Other External Reserves	0	<u>0</u>	0	0	0	-158,850	-158,850	0%	
Transfers from Internal Reserves	5,119,834	<u>0</u>	0	0	0	7,495,834	7,495,834	0%	
Transfers from Developer Contributions	2,033,321	<u>0</u>	0	0	0	1,326,066	1,326,066	0%	
Transfers from Other External Reserves	3,287,285	<u>1,229,332</u>	0	0	1,229,332	9,692,224	8,462,893	13%	
Total Reserve Movements	7,812,523	-2,020,899	0	0	-2,020,899	15,748,455	17,769,354	-13%	
Net Inc/(Dec) in Unrestricted Funds	97,153	-13,640,857	-1,115,153	-17,138,686	-31,894,696	1,014,925	32,909,620	-3143%	

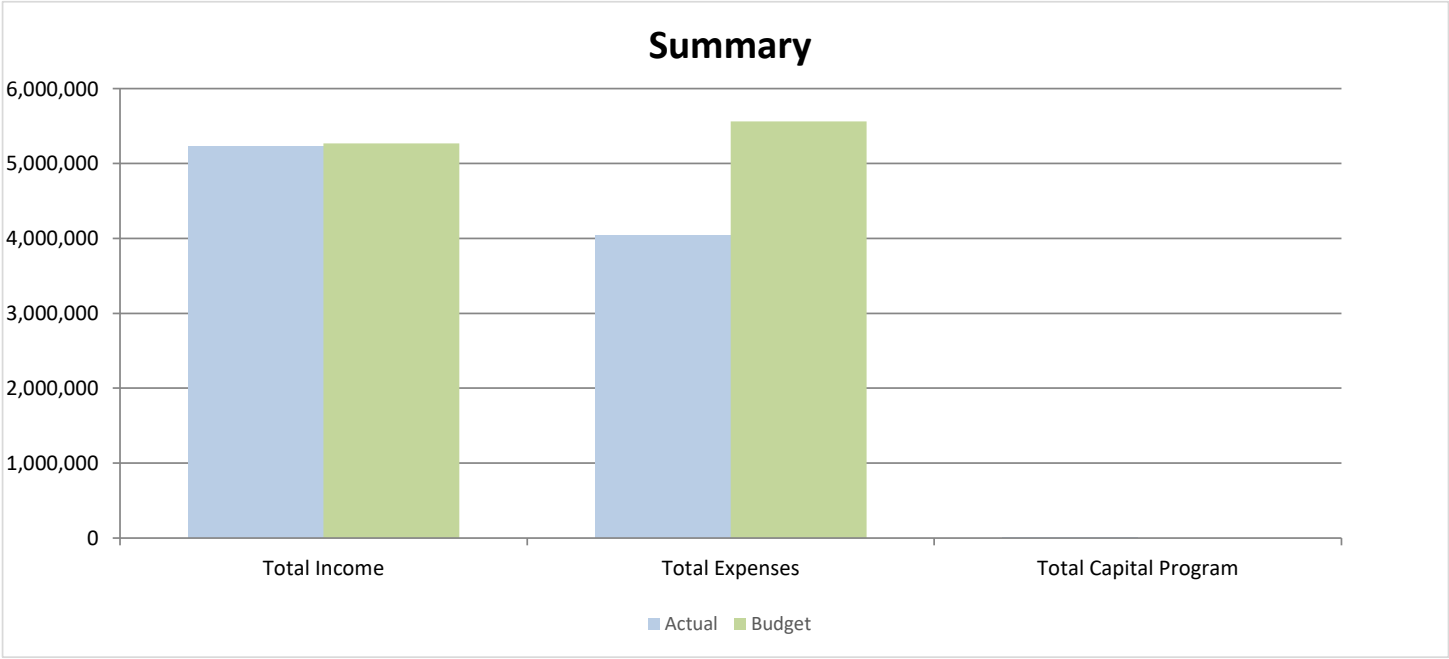




Council Summary Report by Fund for 2023/24
for YTD Period Ending May

Date Report Run: 29-May-2024

Domestic Waste Management								% of Time:	91%
Description	Original Budget 24PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 24PJQ3	\$ Variance	% of Budget	
Income									
Rates & Annual Charges	5,073,679	5,160,195	0	0	5,160,195	5,073,679	-86,515	102%	
Interest & Investment Revenue	95,000	34,674	0	0	34,674	155,000	120,326	22%	
Other Revenues	38,059	35,502	0	0	35,502	38,059	2,557	93%	
Total Income	5,206,738	5,230,371	0	0	5,230,371	5,266,738	36,367	99%	
Expense									
Employee costs	994,908	798,613	0	0	798,613	995,885	197,271	80%	
Materials & Contracts	1,028,455	667,434	0	417,805	1,085,239	1,033,105	-52,135	105%	
Depreciation & Impairment	753	0	0	0	0	753	753	0%	
Internal Expenses	3,073,656	2,568,898	0	0	2,568,898	3,533,299	964,401	73%	
Total Expense	5,097,772	4,034,946	0	417,805	4,452,751	5,563,041	1,110,290	80%	
Operating Surplus/(Deficit) before Capital	108,966	1,195,425	0	-417,805	777,620	-296,303	-1,073,923	-262%	
Capital Income									
Operating Surplus/(Deficit) after Capital	108,966	1,195,425	0	-417,805	777,620	-296,303	-1,073,923	-262%	
Non Cash									
Depreciation & Impairment	753	0	0	0	0	753	753	0%	
Total Non Cash	753	0	0	0	0	753	0	0%	
Investing Fund Flows									
Capital Works	0	-608	0	0	-608	0	608	0%	
Asset Sales	0	0	0	0	0	0	0	0%	
Total Investing Fund Flows	0	-608	0	0	-608	0	608	0%	
Financing Fund Flows									
Total Financing Fund Flows	0	0	0	0	0	0	0	0%	
Net Inc/(Dec) in Funds before Transfer	109,719	1,194,817	0	-417,805	777,012	-295,550	-1,072,562	-263%	
Reserve Movements									
Transfers from Other External Reserves	75,000	0	0	0	0	79,650	79,650	0%	
Total Reserve Movements	75,000	0	0	0	0	79,650	79,650	0%	
Net Inc/(Dec) in Unrestricted Funds	184,719	1,194,817	0	-417,805	777,012	-215,900	-992,912	-360%	

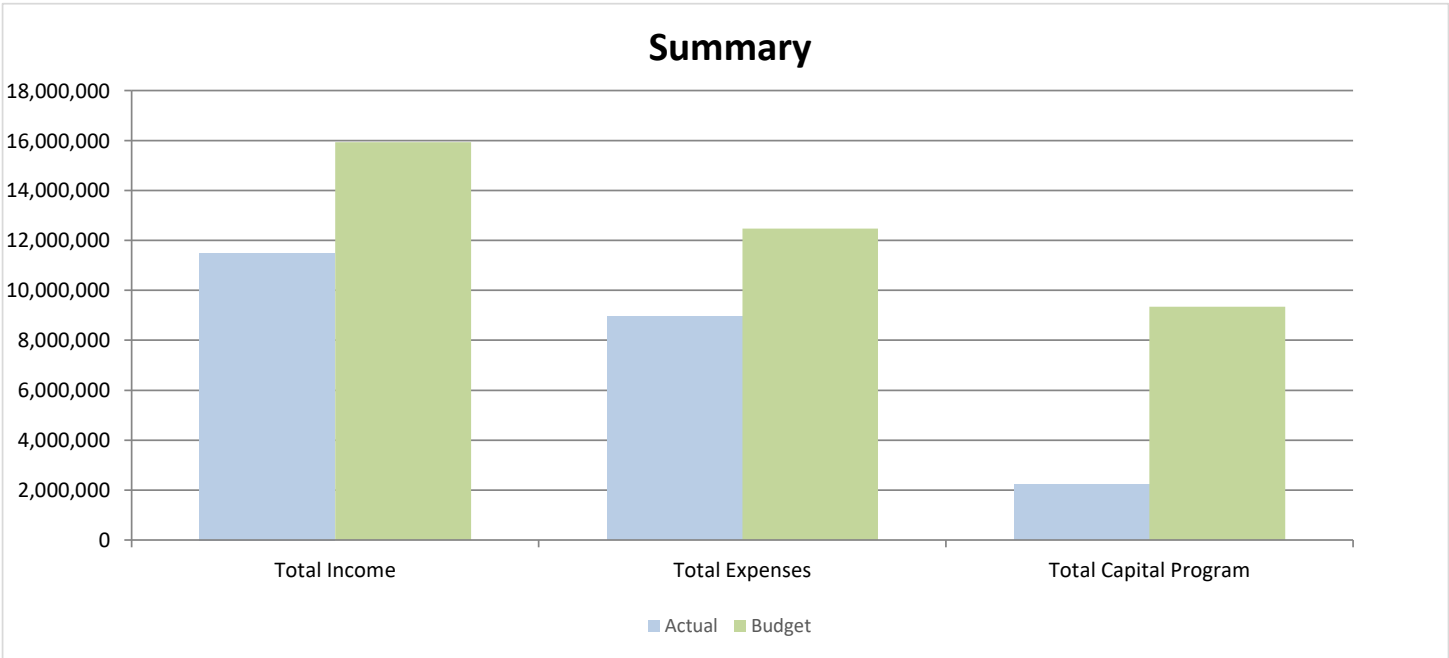




Council Summary Report by Fund for 2023/24
for YTD Period Ending May

Date Report Run: 29-May-2024

Water Fund								% of Time:	91%
Description	Original Budget 24PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 24PJQ3	\$ Variance	% of Budget	
Income									
Rates & Annual Charges	2,891,921	2,915,382	0	0	2,915,382	2,894,121	-21,261	101%	
User Charges & Fees	8,168,463	7,126,387	0	0	7,126,387	8,228,463	1,102,076	87%	
Interest & Investment Revenue	965,000	429,071	0	0	429,071	1,607,500	1,178,429	27%	
Other Revenues	107,827	211,830	0	0	211,830	157,838	-53,992	134%	
Operating Grants & Contributions	45,240	0	0	0	0	45,240	45,240	0%	
Total Income	12,178,451	10,682,671	0	0	10,682,671	12,933,162	2,250,491	83%	
Expense									
Employee costs	2,056,578	1,755,910	0	0	1,755,910	1,980,050	224,140	89%	
Materials & Contracts	3,815,960	2,395,098	0	259,771	2,654,869	4,082,366	1,427,497	65%	
Borrowing Costs	762,226	669,803	0	0	669,803	716,533	46,730	93%	
Depreciation & Impairment	2,993,171	2,129,582	0	0	2,129,582	2,993,171	863,589	71%	
Internal Expenses	2,698,408	2,008,788	0	0	2,008,788	2,698,408	689,620	74%	
Total Expense	12,326,343	8,959,181	0	259,771	9,218,952	12,470,528	3,251,576	74%	
Operating Surplus/(Deficit) before Cap	-147,892	1,723,489	0	-259,771	1,463,718	462,634	-1,001,085	316%	
Capital Income									
Capital Grants & Contributions	684,050	812,039	0	0	812,039	930,000	117,961	87%	
Operating Surplus/(Deficit) after Capit	536,158	2,535,529	0	-259,771	2,275,758	1,392,634	-883,124	163%	
Non Cash									
Depreciation & Impairment	2,993,171	2,129,582	0	0	2,129,582	2,993,171	863,589	71%	
WDV of Asset Disposals	0	420	0	0	420	0	-420	0%	
Total Non Cash	2,993,171	2,130,002	0	0	2,130,002	2,993,171	0	71%	
Investing Fund Flows									
Capital Works	-14,194,786	-2,238,985	0	-787,836	-3,026,821	-9,347,867	-6,321,046	32%	
Asset Sales	0	0	0	0	0	0	0	0%	
Total Investing Fund Flows	-14,194,786	-2,238,985	0	-787,836	-3,026,821	-9,347,867	-6,321,046	32%	
Financing Fund Flows									
Loan Principal	-432,227	-585,076	0	0	-585,076	-452,613	132,463	129%	
Total Financing Fund Flows	-432,227	-585,076	0	0	-585,076	-452,613	132,463	129%	
Net Inc/(Dec) in Funds before Transfer	-11,097,684	1,841,470	0	-1,047,607	793,863	-5,414,675	-6,208,537	-15%	
Reserve Movements									
Transfers to Developer Contributions	-402,000	-621,222	0	0	-621,222	-695,000	-73,778	89%	
Transfers to Other External Reserves	0	0	0	0	0	-100,000	-100,000	0%	
Transfers from Internal Reserves	260,000	0	0	0	0	260,000	260,000	0%	
Transfers from Developer Contribution	2,201,365	0	0	0	0	2,201,365	2,201,365	0%	
Transfers from Other External Reserves	7,847,656	0	0	0	0	3,100,000	3,100,000	0%	
Total Reserve Movements	9,907,021	-621,222	0	0	-621,222	4,766,365	5,387,587	-13%	
Net Inc/(Dec) in Unrestricted Funds	-1,190,663	1,220,248	0	-1,047,607	172,641	-648,310	-820,950	-27%	

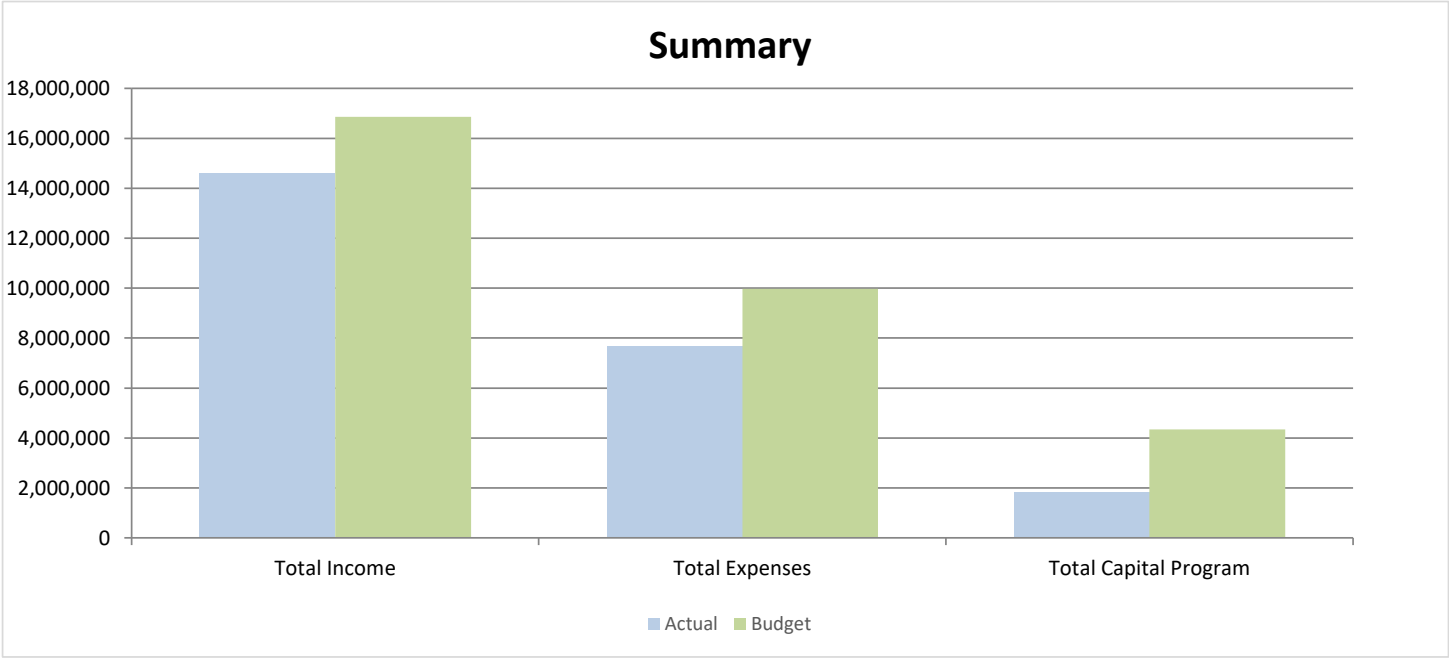




Council Summary Report by Fund for 2023/24
for YTD Period Ending May

Date Report Run: 29-May-2024

Sewer Fund								% of Time:	91%
Description	Original Budget 24PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 24PJQ3	\$ Variance	% of Budget	
Income									
Rates & Annual Charges	10,614,022	10,745,471	0	0	10,745,471	10,614,022	-131,450	101%	
User Charges & Fees	2,105,167	2,225,719	0	0	2,225,719	2,105,167	-120,551	106%	
Interest & Investment Revenue	1,120,000	785,206	0	0	785,206	1,845,000	1,059,794	43%	
Other Revenues	14,742	77,430	0	0	77,430	14,742	-62,688	525%	
Total Income	13,853,931	13,833,826	0	0	13,833,826	14,578,931	745,105	95%	
Expense									
Employee costs	2,091,595	1,485,186	0	0	1,485,186	2,126,583	641,397	70%	
Materials & Contracts	3,454,735	2,637,742	509	333,681	2,971,932	3,428,502	456,569	87%	
Borrowing Costs	84,157	81,945	0	0	81,945	38,464	-43,481	213%	
Depreciation & Impairment	2,274,422	1,519,768	0	0	1,519,768	2,274,422	754,655	67%	
Other Expenses	0	2,700	0	0	2,700	2,700	0	100%	
Internal Expenses	2,107,993	1,939,505	0	0	1,939,505	2,107,993	168,487	92%	
Total Expense	10,012,902	7,666,846	509	333,681	8,001,036	9,978,664	1,977,628	80%	
Operating Surplus/(Deficit) before Cap	3,841,029	6,166,979	-509	-333,681	5,832,789	4,600,267	-1,232,522	127%	
Capital Income									
Capital Grants & Contributions	12,965,452	771,385	0	0	771,385	1,875,039	1,103,654	41%	
Operating Surplus/(Deficit) after Capit	16,806,481	6,938,364	-509	-333,681	6,604,174	6,475,306	-128,868	102%	
Non Cash									
Depreciation & Impairment	2,274,422	1,519,768	0	0	1,519,768	2,274,422	754,655	67%	
Total Non Cash	2,274,422	1,519,768	0	0	1,519,768	2,274,422	0	67%	
Investing Fund Flows									
Capital Works	-39,062,795	-1,837,433	-31,973	-1,040,629	-2,910,036	-4,343,902	-1,433,866	67%	
Asset Sales	0	0	0	0	0	0	0	0%	
Total Investing Fund Flows	-39,062,795	-1,837,433	-31,973	-1,040,629	-2,910,036	-4,343,902	-1,433,866	67%	
Financing Fund Flows									
Loan Principal	-33,609	-233,496	0	0	-233,496	-53,995	179,501	432%	
Total Financing Fund Flows	-33,609	-233,496	0	0	-233,496	-53,995	179,501	432%	
Net Inc/(Dec) in Funds before Transfer	-20,015,501	6,387,203	-32,482	-1,374,310	4,980,410	4,351,832	-628,579	114%	
Reserve Movements									
Transfers to Developer Contributions	-530,000	-742,573	0	0	-742,573	-850,000	-107,427	87%	
Transfers to Other External Reserves	0	0	0	0	0	-1,530,000	-1,530,000	0%	
Transfers from Developer Contribution	3,428,152	0	0	0	0	720,527	720,527	0%	
Transfers from Other External Reserves	32,968,265	0	0	0	0	2,024,399	2,024,399	0%	
Total Reserve Movements	35,866,417	-742,573	0	0	-742,573	364,926	1,107,499	-203%	
Net Inc/(Dec) in Unrestricted Funds	15,850,916	5,644,630	-32,482	-1,374,310	4,237,837	4,716,757	478,920	90%	

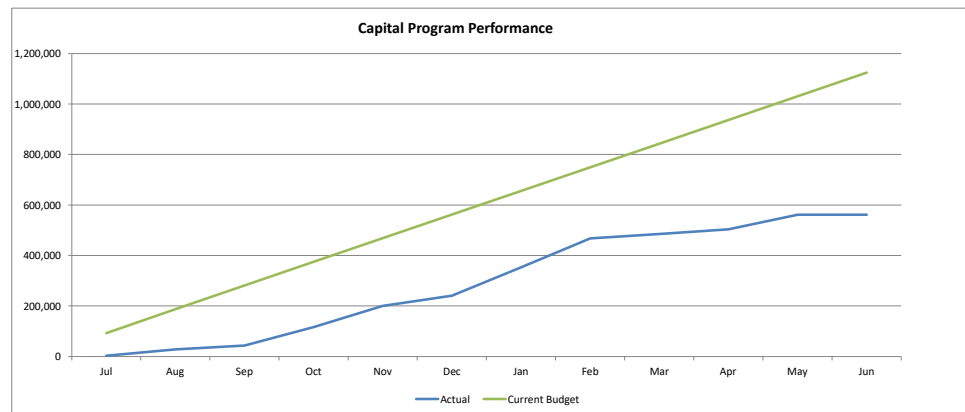




Corporate and Community Services Capital Report by Business Unit for 2023/24
for YTD Period Ending May

Date Report Run: 29-May-2024

Description	Renewal %	Original Budget 24PJ08	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 24PJQ3	\$ Variance	% of Time: 93%	% of Budget	Status	Comments
140 - Innovation & Technology												
IT Renewal Assets	Renewal 100%	420,000	384,893	0	99,260	484,153	530,285	46,132	91%	On time, on budget		
Contingency	Renewal 0%	50,000	0	0	0	0	8,896	8,896	0%	Not due to commence		Portion of original budgeted allocated to Goulburn Room Upgrade. No other projects identified at this stage
56 Clinton St IT Upgrade	Renewal 100%	71,000	0	0	0	0	0	0	0%	Not due to commence		Project deferred to future year
Goulburn Room Upgrade	Renewal 100%	0	41,104	0	0	41,104	41,104	0	100%	Completed		
		541,000	425,997	0	99,260	525,257	580,285	55,028	91%			
180 - Marketing & Culture												
VIC Replacement Assets	Renewal 100%	30,000	4,234	0	0	4,234	4,234	0	100%	Completed		Replacement EV Charger installed
Book Resources Gbn Library	Renewal 100%	125,000	109,994	0	15,774	125,769	125,000	-769	101%	On time, on budget		Annual resource allocation for the full financial year, will come in under budget.
Art Gallery Acquisitions	Renewal 0%	10,000	0	0	0	0	10,000	10,000	0%	On time, on budget		Acquisitions underway
Public Art and Street Art	Renewal 0%	25,000	0	0	0	0	0	0	0%	Not due to commence		Project deferred
Art Gallery - P&E Renewal	Renewal 100%	9,000	4,532	0	0	4,532	9,000	4,468	50%	On time, on budget		
Museum Capital Works - Renewal	Renewal 100%	15,000	9,497	0	0	9,497	9,497	0	100%	Completed		
Collection Conservation/Framing	Renewal 0%	5,000	322	0	0	322	5,000	4,678	6%	On time, underspent		
GRAG - New Gallery Development	Renewal 0%	106,956	110,179	0	0	110,179	115,056	4,877	96%	On time, on budget		Grant funded project awaiting final invoices, prior to acquittal.
St Clair Villa - Stage 2 Rising Damp	Renewal 100%	294,686	193	0	0	193	294,686	294,493	0%	Late, not expected to be completed this year		Tender awarded to Duratec Limited. Contract negotiations finalised and being prepared for signing.
22-24 Rocky Hill Tower Memorial Conservation Project	Renewal 100%	0	8,500	0	0	8,500	132,250	123,750	6%	Late, not expected to be completed this year		Grant funded project to continue into 24/25.
Rocky Hill Panel Replacement - Insurance	Renewal 0%	0	97,855	0	0	97,855	97,855	0	100%	Completed		
Waterworks Boiler Repairs	Renewal 100%	0	34,266	0	0	34,266	0	-34,266	0%	On time, expected to be overspent		Emergency repairs subject to insurance claim. Awaiting advice from insurer.
23/24 Howitzer Conservation (Rocky Hill)	Renewal 100%	0	10,870	0	10,870	21,740	22,000	260	99%	Completed		Emergency repairs to Howitzer cannon wheels.
		620,642	390,441	0	26,644	417,086	824,578	407,492	51%			
270 - Property & Community Services												
GPAC Capital Upgrades/Plant & Equipment	Renewal 0%	20,000	26,817	0	0	26,817	31,170	4,353	86%	On time, on budget		
GPAC Grid Floor	Renewal 0%	0	193	0	0	193	250,000	249,807	0%	Quarterly review, carryover required		Project to be deferred to January / February 2026 due to delay in preparing design / specifications and no responses to the first round of tender advertising
		20,000	27,010	0	0	27,010	281,170	254,160	10%			
Total Capital Program		1,181,642	843,448	0	125,905	969,353	1,686,033	716,680	0%			

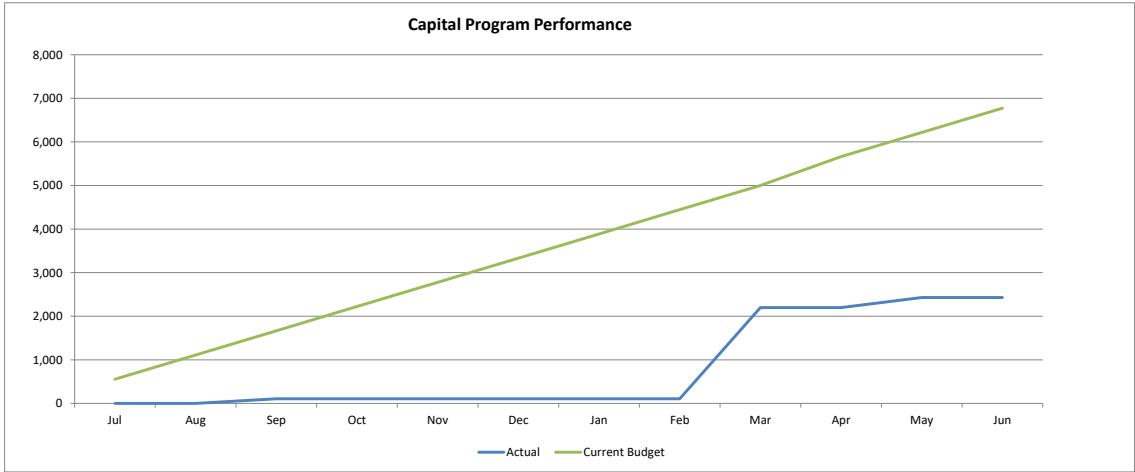




Planning & Environment Capital Report by Business Unit for 2023/24
for YTD Period Ending May

Date Report Run: 29-May-2024

Description	Renewal %	Original Budget 24PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 24PJQ3	% of Time:		Status	Comments
								\$ Variance	% of Budget		
190 - Environment & Health											
CAF Renewal Assets	Renewal 100%	10,000	3,483	0	3,182	6,665	10,000	3,335	67%	On time, on budget	
Animal Shelter Upgrade (LRC13)	Renewal 0%	0	161	0	0	161	161	0	100%	On time, on budget	
		10,000	3,644	0	3,182	6,826	10,161	3,335	67%		
Total Capital Program		10,000	3,644	0	3,182	6,826	10,161	3,335	1%		





Utilities Capital Report by Business Unit for 2023/24
for YTD Period Ending May

Date Report Run: 29-May-2024

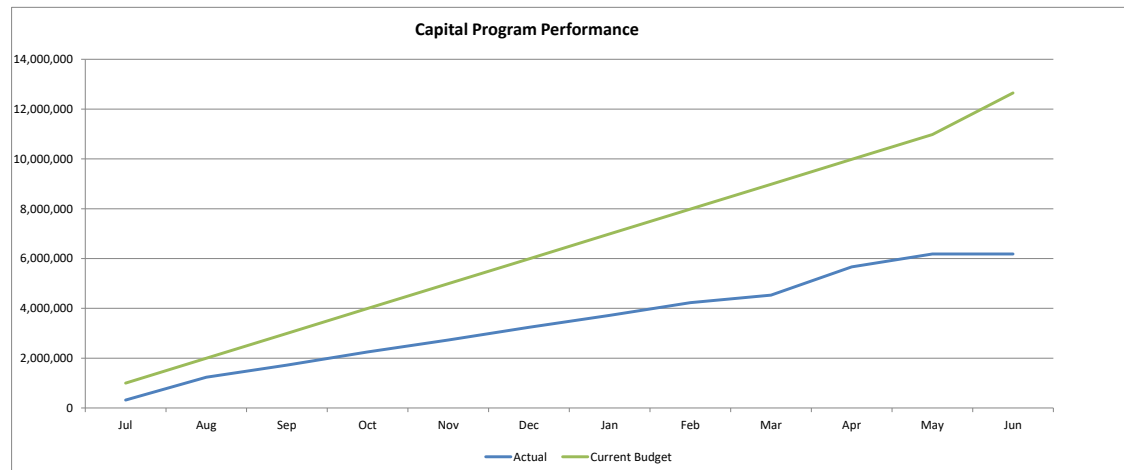
Description	Renewal %	Original Budget 24PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 24PJQ3	% of Time:	93%	Status	Comments
								\$ Variance	% of Budget		
240 - Waste Management											
Environmental Improvement Works Goulburn	Renewal 100%	145,000	415	0	21,350	21,765	181,599	159,834	12%	Quarterly review, carryover required	Works to be undertaken prior to end of year.
Environmental Improvement Works Marulan	Renewal 100%	5,000	0	0	0	0	174,125	174,125	0%	Quarterly review, carryover required	Works to be undertaken prior to end of year.
Replacement Bins & Lifters	Renewal 100%	30,000	80,340	0	0	80,340	96,000	15,660	84%	On time, on budget	
Tarago WMC Improvements - Amenities CO	Renewal 100%	0	9,408	0	0	9,408	0	-9,408	0%		
Tarago WMC Environmental Works	Renewal 100%	0	562	0	0	562	0	-562	0%		Incorrect allocation, should be operational expense
Goulburn WMC Drilling Mud Facilities	Renewal 0%	1,830,595	0	0	0	0	0	0	0%		
Goulburn WMC Improvements - New	Renewal 0%	0	5,085,766	0	429,032	5,514,798	4,784,799	-729,999	115%	On time, expected to be overspent	
Commercial Waste Tubs - Renew	Renewal 100%	35,000	20,950	0	14,400	35,350	35,000	-350	101%	On time, on budget	Bins purchased for delivery prior to end of June
Commercial Waste Tubs - New	Renewal 0%	5,000	0	0	3,650	3,650	5,000	1,350	73%	On time, on budget	Bins purchased for delivery prior to end of June
Tarago WMC Improvements	Renewal 100%	5,000	0	0	0	0	5,000	5,000	0%	On time, on budget	
Truck Cameras/Software	Renewal 0%	0	608	0	0	608	0	-608	0%		Expense to be tranferred to the operational number
		2,055,595	5,198,049	0	468,432	5,666,481	5,281,523	-384,958	107%		
250 - Water Services											
Goulburn WTP Raw Water Augmentation	Renewal 0%	5,627,130	15,874	0	69,783	85,657	5,627,130	5,541,473	2%	Quarterly review, carryover required	Remaining amount to be carried over to next financial year at end of Q4
Goulburn Reticulation Renewal	Renewal 100%	1,000,000	927,160	0	72,840	1,000,000	975,000	-25,000	103%	On time, on budget	
Water Connections - Private Works	Renewal 100%	235,000	109,071	0	1,176	110,247	235,000	124,753	47%	On time, on budget	
Water Meter Replacement	Renewal 100%	60,000	73,207	0	0	73,207	85,000	11,793	86%	On time, on budget	
Marulan WTP Renewal	Renewal 100%	5,247,656	170,485	0	79,540	250,025	500,000	249,975	50%	Quarterly review, carryover required	Remaining amount to be carried over to next financial year at end of Q4
Bradfordville Main Relocation	Renewal 100%	1,000,000	675,202	0	350,037	1,025,239	1,000,000	-25,239	103%	Late, expected to be on budget	
Lab Equipment Renewal	Renewal 100%	20,000	5,777	0	0	5,777	20,000	14,223	29%	On time, on budget	Project complete, remaining amount to be returned to reserves at end of Q4
Asset Renewals - Goulburn Water Treatment Plant	Renewal 100%	130,000	36,965	0	17,352	54,318	61,742	7,424	88%	On time, on budget	Ongoing renewal budget number, any remaining amount to be returned to reserves at the end of the financial year
Asset Renewals - Marulan Water Treatment Plant	Renewal 100%	10,000	0	0	14,278	14,278	15,705	1,427	91%	On time, on budget	Ongoing renewal budget number, any remaining amount to be returned to reserves at the end of the financial year
Goulburn WTP Clarifiers Mechanical Rehabilitation	Renewal 100%	350,000	137,542	0	0	137,542	350,000	212,458	39%	Completed	Project complete, remaining aount to be returned to reserves at end of Q4
Asset Renewals - Reticulation Pump Stations	Renewal 100%	0	63,289	0	0	63,289	63,290	1	100%	On time, on budget	Ongoing renewal budget number, any remaining amount to be returned to reserves at the end of the financial year. Quarterly review requested to cover overspend
Goulburn											
Rossi - Sooley Pipeline Valves	Renewal 100%	385,000	0	0	179,785	179,785	385,000	205,215	47%	Quarterly review, carryover required	Remaining amount to be carried over to next financial year at end of Q4
Treated Water Chlorine Analysis	Renewal 0%	100,000	0	0	0	0	0	0	0%	Quarterly review, carryover required	Remaining amount to be carried over to next financial year at end of Q4
Water Distribution Plant & Equipment	Renewal 0%	30,000	24,413	0	3,045	27,458	30,000	2,542	92%	On time, on budget	
		14,194,786	2,238,985	0	787,836	3,026,821	9,347,867	6,321,046	32%		
260 - Waste Water Services											
Marulan Pump Station Improvements	Renewal 100%	937,446	436,081	0	188,381	624,462	704,168	79,706	89%	On time, on budget	Project almost complete, remaining amount to be returned to reserves at end of Q4
Goulburn Mains Rehabilitation	Renewal 100%	1,000,000	542,564	0	269,576	812,140	1,000,000	187,860	81%	On time, on budget	
Sewer Connections - Private Works	Renewal 100%	90,000	1,152	0	909	2,061	90,000	87,939	2%	On time, on budget	
Marulan WWTP - Renewal	Renewal 100%	16,954,147	85,566	0	38,923	124,488	300,000	175,512	41%	Quarterly review, carryover required	Remaining amount to be carried over to next financial year at end of Q4
STWRIS Stage 2 Reuse Irrigation Scheme (G)	Renewal 0%	0	268,913	0	19,892	288,806	253,031	-35,775	114%	On time, expected to be overspent	
Nth Gbn PS Rising Main-Capacity & Storage	Renewal 100%	200,000	0	31,973	0	31,973	0	-31,973	0%	Late, expected to be on budget	
Kenmore Hospital SPS Power Supply	Renewal 0%	0	0	509	0	509	0	-509	0%	Quarterly review, carryover required	Work order number incorrectly used, need to complete journal f amount to suitable number
Goulburn WWTP Telemetry Upgrade	Renewal 100%	0	0	0	2,989	2,989	0	-2,989	0%	Quarterly review, carryover required	Work order number incorrectly used, need to complete journal f amount to suitable number
SN Growing Local Economies Common St (G)	Renewal 0%	0	303,539	0	0	303,539	775,510	471,971	39%	Late, expected to be on budget	
Rec Area Sewer Pump Station Construction	Renewal 100%	0	55,100	0	0	55,100	55,100	0	100%	Completed	Project complete, outstanding amount to be redirected to 490061 to cover costs of electrical installation
Sewer Distribution Plant & Equipment	Renewal 0%	10,000	6,469	0	271	6,740	10,000	3,260	67%	On time, on budget	
May St SPS Upgrade	Renewal 100%	700,000	0	0	0	0	0	0	0%	Quarterly review, carryover required	Remaining amount to be carried over to next financial year at end of Q4
Mln CED Decommission Project	Renewal 100%	3,000,000	0	0	0	0	0	0	0%	Quarterly review, carryover required	Project commencing 24/25
WWTP Lab Equipment	Renewal 100%	20,000	0	0	2,314	2,314	20,000	17,686	12%	On time, underspent	



Utilities Capital Report by Business Unit for 2023/24
for YTD Period Ending May

Date Report Run: 29-May-2024

Description	Renewal %	Original Budget 24PJ0B	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 24PJQ3	% of Time:		% of Budget	Status	Comments
								\$ Variance				
Dewatering Processing Equipment Goulburn	Renewal 0%	690,000	0	0	0	0	0	0		0%	Quarterly review, carryover required	Combine budget for this with 490067 as these works will be completed as part of the Goulburn WWTP Stage 2 Upgrade
Asset Renewals - Goulburn Sewer Pump Stations	Renewal 100%	25,000	10,513	0	0	10,513	15,000	4,487		70%	On time, on budget	Ongoing renewal budget number, any remaining amount to be returned to reserves at the end of the financial year
Asset Renewals - Marulan Sewer Pump Stations	Renewal 100%	20,000	6,642	0	0	6,642	0	-6,642		0%	On time, on budget	Ongoing renewal budget number, any remaining amount to be returned to reserves at the end of the financial year
Kenmore Hospital PS Power	Renewal 0%	0	16,092	0	0	16,092	190,591	174,499		8%	Quarterly review, carryover required	Remaining amount to be carried over to next financial year at end of Q4. Remaining budget from 490031 to be reallocated to this number. Will also require \$23,832 to cover cost of desien
Asset Renewals - Goulburn Waste Water Treatment Plant	Renewal 100%	125,000	17,749	0	146,488	164,237	180,000	15,763		91%	On time, on budget	Ongoing renewal budget number, any remaining amount to be returned to reserves at the end of the financial year
Asset Renewals - Marulan Waste Water Treatment Plant	Renewal 100%	25,000	0	0	0	0	0	0		0%	On time, on budget	Ongoing renewal budget number, any remaining amount to be returned to reserves at the end of the financial year
The Avenue Repair Works	Renewal 0%	450,502	0	0	0	0	450,502	450,502		0%	Completed	Project completed, remaining budget reallocated to 490011 previously
Goulburn WWTP Extension	Renewal 0%	14,815,700	87,053	0	370,886	457,939	300,000	-157,939		153%	Quarterly review, carryover required	Remaining amount to be carried over to next financial year at end of Q4
		39,062,795	1,837,433	32,482	1,040,629	2,910,545	4,343,902	1,433,357		67%		
Total Capital Program		55,313,176	9,274,467	32,482	2,296,897	11,603,847	18,973,292	7,369,446		0%		





Assets and Operations Capital Report by Business Unit for 2023/24
for YTD Period Ending May

Date Report Run: 29-May-2024

List By		Description	Renewal %	Original Budget 24PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 24PJQ3	\$ Variance	% of Time: 93%	% of Budget	Status	Comments
190026		200 - Projects												
190026		Performing Arts Centre (G)	Renewal 0%	0	11	0	0	11	0	-11	0%	0%	Completed	
190031		18-22 North Gbn Employment Precinct and Roundabout1	Renewal 0%	4,462,971	1,845,716	0	2,850,653	4,696,369	5,784,539	1,088,170	81%	81%	Quarterly review, carryover required	Roundabout construction works underway. Project to be carried over to FY 24-25.
190171		Towrang Road Bridge Replacement	Renewal 100%	0	14,500	0	0	14,500	69,434	54,934	21%	21%	Completed	
190301		Hockey Redevelopment - New Amenities (G)	Renewal 0%	400,000	1,173,718	0	80,368	1,254,087	400,000	-854,087	314%	314%	Quarterly review, carryover required	Project complete.
190302		Hockey Redevelopment - Existing Amenities Refurb (G)	Renewal 100%	200,000	188,954	0	54,916	243,870	200,000	-43,870	122%	122%	Quarterly review, carryover required	Project complete.
190307		Wollondilly Walking Track - Cemetery St (G)	Renewal 0%	650,000	568,853	0	600,779	1,169,632	742,748	-426,884	157%	157%	Quarterly review, carryover required	Retaining wall construction underway. Extra funding approved by Council on 9 April, 2024. Awaiting funds to be transferred to project.Project to be carried over to FY 24-25.
190315		RHL Mogo Road - Hi Quality S94	Renewal 100%	0	7,704	0	0	7,704	7,705	1	100%	100%	Completed	
190338		Shared Path - Mulwaree High to Middle Arm (G)	Renewal 0%	0	32,700	0	0	32,700	10,421	-22,279	314%	314%	Quarterly review, carryover required	Project complete.
190340		Upgrade Zebra Crossing - Fitzroy St (G)	Renewal 0%	0	2,140	0	0	2,140	2,141	1	100%	100%	Completed	
190345		Bradfordville School Footpaths (G)	Renewal 0%	0	2,675	0	0	2,675	2,676	1	100%	100%	Completed	
190348		Kinghorne/Albert Roundabout - Blackspot (G)	Renewal 50%	520,339	582,509	0	0	582,509	562,542	-19,967	104%	104%	Quarterly review, carryover required	Project complete.
190349		Jerrara Road Upgrade - Blackspot (G)	Renewal 50%	0	40,615	0	8,330	48,945	1,895,228	1,846,283	3%	3%	Quarterly review, carryover required	Tender plan finalised. Project to be carried over to FY 24-25.
190350		Deccan Street Rehabilitation - FLR (G)	Renewal 100%	329,818	1,512,292	0	193	1,512,485	1,273,360	-239,125	119%	119%	Quarterly review, carryover required	Council report submitted. Awaiting resolution. Project to be carried over to FY 24-25.
190351		BLER - Tallong Village Project - Capital	Renewal 0%	0	2,787	0	0	2,787	2,780	-7	100%	100%	Completed	
190352		BLER - Tarago Village Projects - Capital	Renewal 0%	0	587	0	0	587	587	0	100%	100%	Completed	
190367		Mayfield Road Bridge Replacement	Renewal 100%	2,138,000	61,873	0	1,416,631	1,478,504	2,213,015	734,511	67%	67%	Quarterly review, carryover required	Project underway. Project to be carried forward to FY 24-25.
190376		North Park Pavillion - LRCI/RSFF (G)	Renewal 0%	0	63,898	0	0	63,898	63,899	1	100%	100%	Completed	
190378		Carr Confoy Netball Court Resurfacing - SCCF & LRCI(G)	Renewal 100%	699,998	1,110,146	0	112,604	1,222,751	1,127,210	-95,541	108%	108%	Quarterly review, carryover required	Project complete.
190379		Bradley Street Drainage Upgrade Works	Renewal 100%	1,240,000	522,793	0	0	522,793	522,793	0	100%	100%	Completed	
190385		Bourke St Wombat Crossing (G)	Renewal 0%	0	24,269	0	0	24,269	24,269	0	100%	100%	Completed	
190387		Playground - Tony Onions Park - Everyone Can Play (G)	Renewal 10%	0	14,232	0	0	14,232	14,231	-1	100%	100%	Completed	
190390		Cullulla Road Causeway Renewal S 94	Renewal 100%	0	19,519	0	0	19,519	0	-19,519	0%	0%	Quarterly review, carryover required	Project complete
190391		BMX Track Upgrade	Renewal 100%	0	101,902	0	6,000	107,902	101,452	-6,450	106%	106%	Quarterly review, carryover required	Project complete
190392		Carr Confoy Pavillion (G)	Renewal 50%	7,350,854	82,394	0	8,693	91,087	81,959	-9,128	111%	111%	Not due to commence	Council Grants have applied for additional funding to enable the completion of the pavilion.Project to be carried forward to FY 24-25.
190400		21-22 Jerrara-Oallen Ford Road Rehabilitation	Renewal 100%	0	10,865	0	2,640	13,505	10,865	-2,640	124%	124%	Completed	
190409		Streets as shared spaces	Renewal 0%	0	27,869	0	0	27,869	16,102	-11,767	173%	173%	Quarterly review, carryover required	Project complete
190417		Riverside Park Pump Track Project	Renewal 0%	0	31,883	0	18,000	49,883	59,414	9,531	84%	84%	Quarterly review, carryover required	Project complete
190425		GMC Emergency Operations Centre	Renewal 0%	489,320	784,085	0	2,697,899	3,481,984	3,842,127	360,143	91%	91%	Quarterly review, carryover required	Work is proceeding in accordance with the contract program..Project to be carried forward to FY 24-25.
190426		Goulburn Waterworks - Access Inclusion RTAF	Renewal 50%	0	0	0	0	0	0	0	0%	0%	Completed	
190438		Riverside Park Amenities & Park Infrastructure	Renewal 100%	139,575	61,298	0	0	61,298	61,298	0	100%	100%	Completed	
190439		Carr Confoy Netball Courts Lighting Upgrade	Renewal 100%	286,800	286,784	0	0	286,784	286,800	16	100%	100%	Completed	
190440		22/23 Marulan Soccer Fields Lighting/Drainage Upgrade	Renewal 100%	423,852	292,636	0	8,856	301,492	618,856	317,364	49%	49%	On time, on budget	
190447		22/23 Eastgrove Shared Pathway	Renewal 100%	2,015,000	11,680	0	1,615,338	1,627,017	2,050,442	423,425	79%	79%	Quarterly review, carryover required	Concept designs submitted to TfNSW for review and approval.Project to be carried forward to FY 24-25.
190449		22/23 Prell Oval Amenities Block	Renewal 100%	219,776	217,659	0	0	217,659	217,101	-558	100%	100%	Completed	
190452		South Goulburn Shared Pathway	Renewal 80%	2,756,900	0	0	0	0	0	0	0%	0%	Not due to commence	Inactive Project code
190454		Range Rd Causeway	Renewal 100%	636,714	0	0	0	0	0	0	0%	0%	Not due to commence	Inactive Project code
190455		22-25 CBD/ South Goulburn Connection Pathway	Renewal 0%	0	33,189	0	1,282,511	1,315,700	3,282,280	1,966,580	40%	40%	Quarterly review, carryover required	Concept designs submitted to TfNSW for review and approval.Project to be carried forward to FY 24-25.
190459		23/24 Range Rd Causeway Replacement	Renewal 100%	0	43,515	0	917	44,432	707,460	663,028	6%	6%	Quarterly review, carryover required	Tender to close on 11 June 2024. Project to be carried forward to FY 24-25
190470		23/24 Marulan Discretionary Fund Projects	Renewal 100%	0	11,420	0	31,955	43,375	41,315	-2,060	105%	105%	Quarterly review, carryover required	Marulan Pre-School upgrade works to commence during the July school holidays. Project to be carried forward to FY 24-25.
190475		2024 New Footpaths in Goulburn & Tarago	Renewal 0%	0	43,211	0	117,765	160,976	158,774	-2,202	101%	101%	Completed	
190497		24 Safer School Bus Access (Boyd St, Tarago) Project 10	Renewal 100%	0	38,879	0	6,306	45,185	0	-45,185	0%	0%	Quarterly review, carryover required	Intersection of Boyd Street and Braidwood Road being assessed for further works. Project to be carried forward to FY 24-25.
199902		Future Grant Funded Projects - Project Management	Renewal 0%	1,000,000	0	0	0	0	102,293	102,293	0%	0%	Quarterly review, carryover required	
199982		Tarago Village Projects (Veolia Host Fee)	Renewal 100%	150,000	0	0	0	0	150,000	150,000	0%	0%	Quarterly review, carryover required	Project to be carried forward to FY 24-25.
				26,109,917	9,871,763	0	10,921,355	20,793,118	26,708,116	5,914,998	78%	78%		



Assets and Operations Capital Report by Business Unit for 2023/24

for YTD Period Ending May

Date Report Run: 29-May-2024

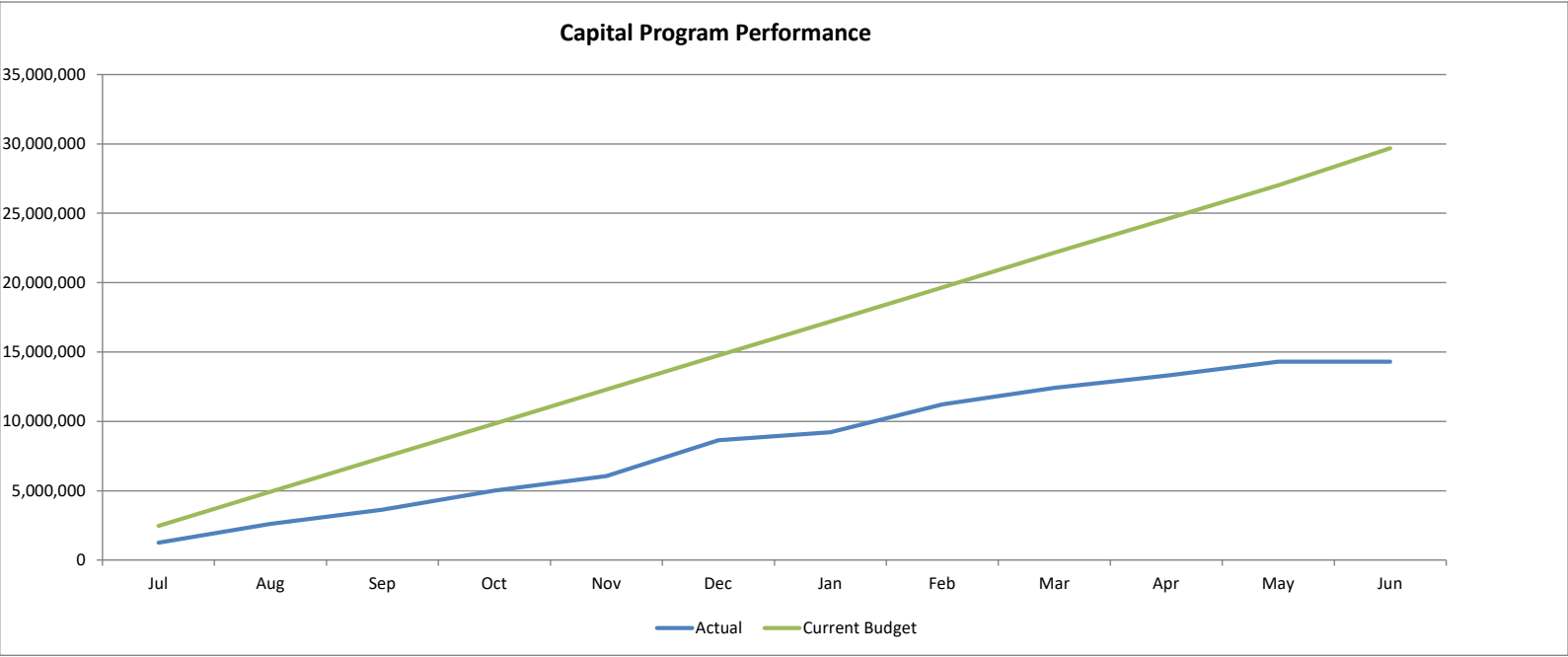
										% of Time: 93%		
List By	Description	Renewal %	Original Budget 24PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 24PJQ3	\$ Variance	% of Budget	Status	Comments
210 - Works	190101 Gravel Resheeting	Renewal 100%	500,000	538,251	0	18,742	556,993	767,469	210,476	73%	On time, on budget	To be completed Q4
	190103 Guardrails - Sealed Rural - Local	Renewal 100%	160,000	0	0	0	0	110,000	110,000	0%	Quarterly review, carryover required	Project to be carried over to FY 24-25.
	190108 RHL Collector Rd - Veolia Sec94	Renewal 100%	300,000	14,003	0	0	14,003	50,000	35,997	28%	Quarterly review, carryover required	
	190113 Rural Resealing	Renewal 100%	157,584	273,336	0	138,628	411,963	407,584	-4,379	101%	On time, on budget	To be completed Q4
	190114 Urban Resealing	Renewal 100%	430,000	46,759	0	33,241	80,000	180,000	100,000	44%	On time, on budget	To be completed Q4
	190128 St Lighting and Traffic facilities	Renewal 0%	25,000	1,086	0	0	1,086	25,000	23,914	4%	On time, on budget	Finalising quotes for Marys Mount Road.
	190144 Light Fleet Replacements	Renewal 0%	720,626	591,161	0	34,909	626,070	720,626	94,556	87%	Quarterly review, carryover required	Project to be carried over to FY 24-25.
	190145 Minor Plant Replacements	Renewal 0%	79,498	33,766	0	1,363	35,129	83,298	48,169	42%	Quarterly review, carryover required	Project to be carried over to FY 24-25.
	190146 Heavy Fleet Replacements	Renewal 0%	4,695,901	1,354,139	0	2,528,360	3,882,499	4,695,901	813,402	83%	Quarterly review, carryover required	Project to be carried over to FY 24-25.
	190172 Footpath Replacement	Renewal 100%	150,000	94,204	0	0	94,204	229,479	135,275	41%	Quarterly review, carryover required	Project to be carried over to FY 24-25.
	190175 REGIONAL ROAD BLOCK GRANT - Future years (G)	Renewal 100%	425,000	0	0	0	0	0	0	0%	Completed	
	190200 Bus Shelters - New	Renewal 0%	25,000	0	0	0	0	0	0	0%	Quarterly review, carryover required	Awaiting Grant funding. Project to be carried over to FY 24-25
	190215 RHL Brayton Rd - Gunlake Sec 94	Renewal 100%	0	139	0	23,500	23,639	0	-23,639	0%	Quarterly review, carryover required	
	190263 Gravel Pit Rehab/Improvements	Renewal 50%	20,000	18,274	0	0	18,274	20,000	1,726	91%	On time, on budget	Reactive project
	190264 Kerb & Gutter Replacement	Renewal 100%	150,000	-798	0	0	-798	159,103	159,901	-1%	Completed	To be merged with Project 190456.- Kerb & Gutter (Queen/Dalley Intersection) LRCI4. Project to be carried over to FY 24-25.
	190265 Drainage General Rural	Renewal 0%	0	106,491	0	505	106,996	94,908	-12,088	113%	Quarterly review, carryover required	Project complete.
	190314 SRP Auburn St Pedestrian Safety (G)	Renewal 0%	0	17,422	0	0	17,422	17,422	0	100%	Completed	
	190330 Windellama Road - Fixing Local Rds (G)	Renewal 90%	0	482,137	0	0	482,137	482,138	1	100%	Completed	
	190368 Urban Asphalt Program	Renewal 100%	0	0	0	0	0	160,000	160,000	0%	Quarterly review, carryover required	Project potentially to be carried over to FY 24-25. LRCI4 funded Project for Queen and Dally Street
	190370 Village Footpaths - LRCI3 (G)	Renewal 0%	0	93,303	0	26,238	119,541	84,529	-35,012	141%	Quarterly review, carryover required	
	190372 Middle Arm Road Rehabilitation 22/23	Renewal 100%	0	302,767	0	19,111	321,878	469,993	148,115	68%	Completed	Finalising stage
	190375 Highland Way - RRBG/RRRP 22/23	Renewal 100%	0	66,291	0	288,843	355,134	400,000	44,866	89%	On time, expected to be overspent	To be completed Q4.
	190380 Garroorigang Stormwater Improvements	Renewal 100%	0	220,699	0	0	220,699	227,780	7,081	97%	Completed	
	190398 Urban Stormwater Drainage Upgrade	Renewal 50%	0	134,983	0	0	134,983	134,983	0	100%	Completed	
	190423 Recreation Area Drainage Improvements	Renewal 10%	0	2,420	0	0	2,420	3,000	580	81%	Completed	
	190424 Bus Stops Marulan & Lake Bathurst	Renewal 0%	0	3,000	0	26,570	29,570	48,000	18,430	62%	On time, on budget	
	190431 Run-o-Waters Second Access	Renewal 0%	2,000,000	6,033	0	1,130	7,163	0	-7,163	0%	Quarterly review, carryover required	Project to be carried over to FY 24-25.
	190433 Currawang Road Rehab	Renewal 100%	0	21,360	0	0	21,360	154,098	132,738	14%	Quarterly review, carryover required	Project merged with 190493 (24-26 Currawang Rd Upgrade (P.0089742). Remaining funds to be journalled back to Gravel Reserves.
	190451 FLR Windellama Rd Rehabilitation Stage 5	Renewal 100%	4,159,500	2,033,555	0	181,799	2,215,354	4,114,932	1,899,578	54%	On time, on budget	Bitumen sealing 1km. Project to be carried over to FY 24-25.
	190456 Kerb & Gutter (Queen/Dalley Intersection) LRCI4	Renewal 100%	273,442	18,927	0	288	19,215	424,884	405,669	5%	Quarterly review, carryover required	Project to be carried over to FY 24-25.
	190457 Rural Roads Rehabilitation - LRCI4	Renewal 100%	345,000	0	0	0	0	0	0	0%	Quarterly review, carryover required	
	190458 23/24 West Goulburn Freight Route-Clinton Street Upgrade	Renewal 10%	0	1,431,743	0	20,665	1,452,408	1,374,301	-78,107	106%	Quarterly review, carryover required	Project to be carried over to FY 24-25
	190468 22/23 Goulburn Mulwaree Pothole Repairs & Heavy Patching	Renewal 40%	0	2,541,013	0	29,920	2,570,934	2,553,654	-17,280	101%	Quarterly review, carryover required	Project complete.
	190493 24-26 Currawang Rd Upgrade (P.0089742)	Renewal 100%	0	0	0	0	0	100,000	100,000	0%	Quarterly review, carryover required	Project to be carried over to FY 24-25
	190499 23/24 Bullamilita Rd Rehabilitation - LRCI4	Renewal 100%	0	0	0	575	575	0	-575	0%	Not due to commence	Inactive Project code
	190500 23/24 Middle Arm Road Rehabilitation - LRCI 4	Renewal 100%	0	0	0	575	575	0	-575	0%	Not due to commence	Inactive Project code
			14,616,551	10,446,463	0	3,374,962	13,821,425	18,293,082	4,471,657	76%		
220 - Community Facilities	190050 Outdoor/Indoor Ancillary Area Renewals	Renewal 100%	20,000	12,800	0	0	12,800	20,000	7,200	64%	Quarterly review, carryover required	Project complete
	190051 Plant & Equipment - Aquatic Centre	Renewal 100%	20,000	31,875	0	0	31,875	26,475	-5,400	120%	Quarterly review, carryover required	Project complete
	190053 Recreation Area Improvements	Renewal 100%	25,000	17,983	0	0	17,983	17,983	0	100%	Completed	
	190056 Belmore Park Improvements	Renewal 100%	69,750	135,011	0	0	135,011	69,750	-65,261	194%	Quarterly review, carryover required	Project complete
	190060 CBD Asset Renewals	Renewal 100%	33,823	0	0	0	0	33,823	33,823	0%	Quarterly review, carryover required	
	190066 Memorial Gardens Beams	Renewal 0%	25,000	0	0	19,504	19,504	21,455	1,951	91%	On time, on budget	
	190068 Building Asset Replacement	Renewal 100%	70,000	20,766	0	76,197	96,963	70,000	-26,963	139%	Quarterly review, carryover required	
	190069 Civic Centre Furniture & Fittings	Renewal 100%	30,000	16,069	0	0	16,069	30,000	13,931	54%	On time, on budget	
	190137 Other Parks/Reserves Replacements	Renewal 100%	20,000	285	0	0	285	8,609	8,324	3%	On time, on budget	
	190140 City Wide Creek Bed Improvements	Renewal 100%	40,000	1,590	0	0	1,590	0	-1,590	0%	Quarterly review, carryover required	
	190196 Civic Centre Renewal - Air Conditioner	Renewal 100%	140,000	3,760	0	93,027	96,787	140,000	43,213	69%	Quarterly review, carryover required	Delay in the supply of units, most likely to arrive in Q1 FY25.
	190199 City Entrances	Renewal 100%	20,000	0	0	0	0	20,000	20,000	0%	On time, on budget	
	190203 Active Recreation Facilities Renewal Future Years	Renewal 100%	50,000	21,971	0	1,705	23,677	30,489	6,812	78%	On time, on budget	
	190309 Hetherington Street Depot Improvements	Renewal 100%	100,000	0	0	0	0	100,000	100,000	0%	Quarterly review, carryover required	Project to be carried over to FY 24-25



Assets and Operations Capital Report by Business Unit for 2023/24
for YTD Period Ending May

Date Report Run: 29-May-2024

List By	Description	Renewal %	Original Budget 24PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 24PJQ3	\$ Variance	% of Time:	93%	Status	Comments
										% of Budget			
190312	Copford Reach Improvements	Renewal 0%	200,650	2,325	0	0	2,325	198,200	195,875		1%	Quarterly review, carryover required	Budget as approved by Council will fund Cemetery Street Project re-alignment. Practical completion- defect liability period started. To be completed Q4 Pathway complete. Gazebo construction underway.Project to be carried over to FY 24-25 Work to commence in FY 24-25. Project to be carried over.
190322	Wollondilly Walking Track Amenities Block (G)	Renewal 0%	0	0	0	0	0	195	195		0%	Completed	
190360	Cemetery Signage Upgrades	Renewal 0%	10,000	0	0	12,314	12,314	13,545	1,231		91%	On time, on budget	
190366	Marulan Pre-School Asbestos Removal	Renewal 100%	49,050	0	0	25,143	25,143	49,050	23,907		51%	On time, on budget	
190430	Wollondilly River Rejuvenation Project	Renewal 50%	0	80,838	0	815	81,653	87,191	5,538		94%	On time, on budget	
190441	Bladwell Park Infrastructure Upgrade	Renewal 100%	290,300	309,207	0	4,833	314,040	348,300	34,260		90%	On time, on budget	
190446	Ross Whitaker Basketball Pavillion Female Facilities Upgrade	Renewal 100%	0	122,419	0	26,066	148,485	165,673	17,188		90%	On time, on budget	
190450	Japanese Garden Enhancement Stage 2	Renewal 50%	700,000	275,743	0	276,263	552,006	767,129	215,123		72%	Quarterly review, carryover required	
190460	22-25 Eastgrove Sth Sports Field Improved drainage	Renewal 50%	0	17,422	0	19,230	36,652	500,000	463,348		7%	Quarterly review, carryover required	
190464	Carr Confoy Cricket Patches & Practice Fac Refurb	Renewal 100%	0	40,417	0	0	40,417	27,000	-13,417		150%	Quarterly review, carryover required	
190466	Gbn Mul High Blackberry Eradication - Equipment Cap	Renewal 0%	0	53,280	0	0	53,280	53,280	1		100%	completed	
			1,913,573	1,163,761	0	555,098	1,718,859	2,798,147	1,079,288		61%		
190032	230 - Technical Services	Renewal 100%	10,000	1,143	0	154	1,297	10,000	8,703		13%	On time, on budget	
	Survey Equipment		10,000	1,143	0	154	1,297	10,000	8,703		13%		
	Total Capital Program		42,650,041	21,483,130	0	14,851,568	36,334,698	47,809,345	11,474,647		0%		



16.16 STATEMENT OF INVESTMENTS & BANK BALANCES

Author: Business Manager Finance & Customer Service
Director Corporate & Community Services

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. Statement of Investments & Bank Balances  

Link to Community Strategic Plan:	25. Our Civic Leadership CL1 Effect resourceful and respectful leadership and attentive representation of the community.
Cost to Council:	Nil
Use of Reserve Funds:	Nil

RECOMMENDATION

That the report on the Statement of Investments and Bank Balances be noted.

BACKGROUND

To report on the Investment Performance and Bank Balances as at 3 June 2024.

REPORT**1. Monthly Investment Performance Indicators**

Attached are the Investment Performance Indicators which compares Council's portfolio against the Investment Policies Term Mix and Benchmark Interest Rates Performance indicators. Also attached is Council's Investment Portfolio. Please note all interest rates and market values quoted in the Investment Portfolio Attachment are based on the latest available data.

2. Statement of Investments and Bank Balances

The amount of investments and bank balances reported to Council as at the end of April 2024 was \$125,787,675 meaning that this month's balance of \$125,640,755 equates to a decrease of \$146,920 in investments and cash held.

The following table outlines the reasons for this decrease.

<u>Receipts</u>		
Rates & Water Receipts	5,786,390	
Financial Assistance Grant	84,584	
Sundry Debtors	974,467	
Grants & Contributions Received	2,026,782	
Loan borrowing received		
Other Income (including interest)	469,593	
Total Receipts		9,341,816
<u>Payments</u>		
Salaries and Wages	3,354,900	
Payments to Creditors	6,133,836	
Total Payments		9,488,736
Increase/(Decrease) in Cash & Investments		-146,920

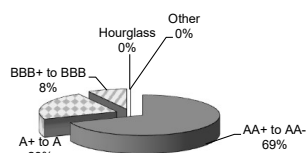
Performance Indicators - Investments and Interest Earned - As at 3 June 2024

Rating	Diversification & Credit Risk						
	Long Term Ratings	Short Term Rating	Long Term	Short Term	Total	Total %	Max
Scale	(Standard & Poors)	(Standard & Poors)	Actual	Actual	Actual	Actual	
1	AA+ to AA-	A1+	0	84,740,184	84,740,184	69.04%	100%
2	A+ to A	A1	0	28,000,000	28,000,000	22.81%	100%
3	BBB+ to BBB	A2	0	10,000,000	10,000,000	8.15%	30%
4	Hourglass		0	0	0	0.00%	0%
5	Other		0	0	0	0.00%	5%
			0	122,740,184	122,740,184	100.00%	
1	Within Policy Guidelines						
2	Within Policy Guidelines						
3	Within Policy Guidelines						
4	Within Policy Guidelines						
5	Within Policy Guidelines						

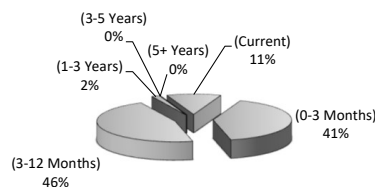
Portfolio - Term Mix				
		Actual	Actual %	Maximum
A	At Call	(Current)	13,740,183.83	11.19%
B	Working Capital	(0-3 Months)	50,000,000.00	40.74%
C	Short Term	(3-12 Months)	57,000,000.00	46.44%
D	Medium Term	(1-3 Years)	2,000,000.00	1.63%
E	Medium To Long Term	(3-5 Years)	-	0.00%
F	Long Term	(5+ Years)	-	0.00%
		122,740,184		
A	Within Policy Guidelines			
B	Within Policy Guidelines			
C	Within Policy Guidelines			
D	Within Policy Guidelines			
E	Within Policy Guidelines			
F	Within Policy Guidelines			

Benchmark Interest Rates Performance				
1	Benchmark Rate - Average for 2023/24			
	Benchmark Rate - Average for 2023/2024		4.0758%	
	Portfolio Over Benchmark	109,000,000	100.00%	
	Portfolio under Benchmark	-	0.00%	
	Total	109,000,000		
	Excludes At Call	13,740,184		
	Total including At Call	122,740,184		
2	Average Benchmark Rate for Financial Year			
	Benchmark - 90 Day BBSW Average for July 2023		4.3064%	
	Benchmark - 90 Day BBSW Average for August 2023		4.1616%	
	Benchmark - 90 Day BBSW Average for September 2023		4.1301%	
	Benchmark - 90 Day BBSW Average for October 2023		4.2015%	
	Benchmark - 90 Day BBSW Average for November 2023		4.3824%	
	Benchmark - 90 Day BBSW Average for December 2023		4.3605%	
	Benchmark - 90 Day BBSW Average for January 2024		4.3535%	
	Benchmark - 90 Day BBSW Average for February 2024		4.3395%	
	Benchmark - 90 Day BBSW Average for March 2024		4.3471%	
	Benchmark - 90 Day BBSW Average for April 2024		4.3628%	
	Benchmark - 90 Day BBSW Average for May 2024		4.3653%	
	Benchmark - 90 Day BBSW Average for June 2023		1.5993%	
	Average Benchmark Rate for Financial Year to Date		4.0758%	

Summary by Credit Rating



Portfolio Allocation by Investment Horizon



Statement of Investment and Bank Balances as at 3 June 2024

<i>Description</i>	<i>Maturity Date</i>	<i>Investment Type</i>	<i>Rating</i>	<i>Current Interest Rate</i>	<i>Amount Invested</i>
Comm Bank - Cash Management Account		AC	A1+	0.10%	\$ 13,740,184
Commonwealth Bank of Australia 3654 Day TD - CBA	7/06/2024	TD	A1+	5.40%	\$ 15,000,000
NAB 365 Day TD - NAB 9295 1144	3/06/2024	TD	A1+	5.00%	\$ 10,000,000
Bank of Queensland 364 Day TD - Curve	21/06/2024	TD	A2	5.55%	\$ 2,000,000
Westpac 365 Day TD	27/06/2024	TD	A1+	5.38%	\$ 5,000,000
Commonwealth Bank of Australia 365 Day TD - CBA	28/06/2024	TD	A1+	5.45%	\$ 10,000,000
Heritage and People Choice 365 Day TD - Curve	24/07/2024	TD	A2	5.65%	\$ 3,000,000
Commonwealth Bank of Australia 365 Day TD - CBA	8/08/2024	TD	A1+	5.52%	\$ 5,000,000
ING Bank of Australia 728 Day TD - Curve	25/09/2025	TD	A1	5.35%	\$ 2,000,000
ING Bank of Australia 365 Day TD - IAM	22/10/2024	TD	A1	5.35%	\$ 2,000,000
National Australia Bank 365 Day TD - Curve	15/11/2024	TD	A1+	5.35%	\$ 5,000,000
AMP 366 Day TD - Income IAM	11/12/2024	TD	A2	5.40%	\$ 2,000,000
ING Bank of Australia 366 Day TD - IAM	11/12/2024	TD	A1	5.30%	\$ 3,000,000
ING Bank of Australia 367 Day TD - Curve	20/01/2025	TD	A1	5.22%	\$ 1,000,000
ING Bank of Australia 365D TD - Curve	31/01/2025	TD	A1	5.17%	\$ 2,000,000
National Australia Bank 365 Day TD - Curve	14/02/2025	TD	A1+	5.13%	\$ 1,000,000
ING Bank Australia 365 Day TD - IAM Rolled from INV0820	21/02/2025	TD	A1	5.18%	\$ 2,000,000
ING Bank of Australia 427D TD - Curve	28/04/2025	TD	A1	5.06%	\$ 4,000,000
Commonwealth Bank of Australia 365 Day TD - CBA	28/02/2025	TD	A1+	4.92%	\$ 10,000,000
ING Bank of Australia 364 Day TD - Curve	28/02/2025	TD	A1	5.08%	\$ 1,000,000
Commonwealth Bank of Australia 365D TD	6/03/2025	TD	A1+	4.83%	\$ 10,000,000
ING Bank of Australia 364D TD - Curve	14/03/2025	TD	A1	5.13%	\$ 3,000,000
ING Bank of Australia 365D TD - Curve	19/03/2025	TD	A1	5.13%	\$ 2,000,000
ING Bank of Australia 365 Day TD - Curve	27/03/2025	TD	A1	5.11%	\$ 3,000,000
BankVic 364D TD - Curve	17/04/2025	TD	A2	5.15%	\$ 3,000,000
ING Bank of Australia 365 Day TD - Curve	16/05/2025	TD	A1	5.30%	\$ 3,000,000
Total Investments Held					\$ 122,740,184

Total Investments Held		\$ 122,740,184
Balance as per Passbook-Commonwealth Bank	2,280,545.87	
Add: Outstanding deposits	89,563.53	

Less: Unpresented cheques	3,745.85	
Less: EFTPOS Payments	-	2,366,363.55
Balance as per Cash Book-Commonwealth Bank		
Add- Trust Fund		534,207.10
Total Cash & Investments @ 3/06/2024		125,640,754.48

16.17 COUNCILLOR REMUNERATION 2024/2025**Author:** Director Corporate & Community Services**Authoriser:** Aaron Johansson, Chief Executive Officer**Attachments:** 1. **Local Government Remuneration Tribunal Determination 29 April 2024** [!\[\]\(e189a77e142dfd1b0524549576029787_img.jpg\) !\[\]\(18017eb2288f006542d48ad82f27e3b4_img.jpg\)](#)

Link to Community Strategic Plan:	25. Our Civic Leadership CL1 Effect resourceful and respectful leadership and attentive representation of the community.
Cost to Council:	Councillor remuneration (including superannuation for those Councillors who have elected to receive payments) is included in the Draft 2024/25 Budget.
Use of Reserve Funds:	Nil

RECOMMENDATION

That

1. The report from the Director Corporate & Community Services on Councillor Remuneration 2024/25 and Superannuation Payments be received.
2. The annual Councillor and Mayoral fee be increased to \$22,540 and \$49,200 (respectively) effective from 1 July 2024 in accordance with the Local Government Remuneration Tribunal Annual Report and Determination of 29 April 2024.

BACKGROUND

The purpose of this report is to determine Councillor fees for 2024/25 in accordance with a recent determination of the Local Government Remuneration Tribunal.

REPORT

Annual fees for Councillors are fixed in accordance with s248 *Local Government Act 1993* i.e. –

- (1) *A council must pay each councillor an annual fee.*
- (2) *A council may fix the annual fee and, if it does so, it must fix the annual fee in accordance with the appropriate determination of the Remuneration Tribunal.*
- (3) *The annual fee so fixed must be the same for each councillor.*
- (4) *A council that does not fix the annual fee must pay the appropriate minimum fee determined by the Remuneration Tribunal.*

The Mayoral fee (paid in addition to the Councillor fee) is similarly set in accordance with s249 of the Act.

As indicated above, the annual fee must be fixed in accordance with the appropriate determination of the NSW Local Government Remuneration Tribunal.

The Remuneration Tribunal, considering key economic data, all submissions received and the views of the assessors, determined that an increase of 3.75% in fees for Councillors and Mayors to be appropriate. The increases are effective on and from 1 July 2024.

The Tribunal's determination of 29 April 2024 provides for minimum and maximum fees for Mayors and Councillors is outlined below. Goulburn Mulwaree Council continues to be categorised as a Regional Rural Council.

Category		Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils - Metropolitan	Principal CBD	30,720	45,070	188,010	247,390
	Major CBD	20,500	37,960	45,530	122,640
	Metropolitan – Major	20,500	35,890	45,530	110,970
	Metropolitan - Large	20,500	33,810	45,530	98,510
	Metropolitan - Medium	15,370	28,690	32,650	76,190
	Metropolitan - Small	10,220	22,540	21,770	49,170
General Purpose Councils – Non-Metropolitan	Major Regional City	20,500	35,620	43,350	110,970
	Major Strategic Area	20,500	35,620	43,350	110,970
	Regional Strategic Area	20,500	33,810	43,350	98,510
	Regional Centre	15,370	27,050	31,980	66,800
	Regional Rural	10,220	22,540	21,770	49,200
	Rural Large	10,220	18,340	16,330	39,350
	Rural	10,220	13,520	10,880	29,500
County Councils	Water	2,030	11,280	4,360	18,520
	Other	2,030	6,730	4,360	12,300

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s249(2)).

Council needs to consider whether to fix the annual fee in accordance with the determination of the Tribunal. If Council does not fix the fee, then the minimum fee determined by the Tribunal will apply. In 2023/24, Council fixed the annual fee at the maximum permitted by the Tribunal.

Superannuation Payments

Following an amendment to the Local Government Act 1993 (the Act) last year, Councils may make payments as a contribution to a superannuation account nominated by their Councillors, starting from the financial year commencing on 1 July 2022. The making of superannuation contribution payments for councillors is optional and is at each council's discretion. At its meeting on 17 May 2022, Council resolved to make such payments (**Resolution 2022/164**).

The guidelines in relation to the payment of superannuation to Councillors are as follows:

- To exercise the option of making superannuation contribution payments for their Councillors, Councils must first resolve at an open meeting to make superannuation contribution payments for the councillors.
- Where a Council resolves to make superannuation contribution payments for its Councillors, the amount of the payment is to be the amount the Council would have been required to contribute under the Commonwealth Superannuation Guarantee (Administration) Act 1992 as superannuation if the Councillors were employees of the Council.
- As of 1 July 2022, the superannuation guarantee rate will be 10.5%. The rate will increase by half a percent each year until 1 July 2025 when it reaches 12%.
- The superannuation contribution payment is to be paid at the same intervals as the annual fee is paid to councillors.

- To receive a superannuation contribution payment, each Councillor must first nominate a superannuation account for the payment before the end of the month to which the payment relates. The superannuation account nominated by Councillors must be an account for superannuation or retirement benefits from a scheme or fund to which the Commonwealth Superannuation Guarantee (Administration) Act applies.
- Councils must not make a superannuation contribution payment for a Councillor if the councillor fails to nominate an eligible superannuation account for the payment before the end of the month to which the payment relates.
- Individual Councillors may opt out of receiving superannuation contribution payments or opt to receive reduced payments. Councillors must do so in writing.
- Councils must not make superannuation contribution payments for councillors during any period in which they are suspended from their civic office or their right to be paid any fee or other remuneration, or expense, is suspended under the Act.
- Councillors are also not entitled to receive a superannuation contribution payment during any period in which they are not entitled to receive their fee under section 254A of the Act because they are absent.

**Local Government
Remuneration Tribunal**

Annual Determination

Report and determination under sections
239 and 241 of the Local Government Act
1993

29 April 2024



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Executive Summary

The *Local Government Act 1993* (LG Act) requires the Local Government Remuneration Tribunal (the Tribunal) to report to the Minister for Local Government by 1 May each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

Categories

Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. A review of categories was last carried out by the Tribunal in 2023.

The Tribunal will next consider the model, criteria for each group, and the allocation of councils in the 2026 review.

The criteria for each category is published in Appendix 1 of the Determination and remains unchanged from 2023.

Two (2) councils have been recategorised from Rural Large to Regional Rural as a result of meeting the criteria at Appendix 1.

Fees

The Tribunal has determined a 3.75 per cent per annum increase in the minimum and maximum fees applicable to each category from 1 July 2024.

Section 1 – Introduction

1. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last undertook a significant review of the categories and the allocation of councils into each of those categories in 2023.
2. Section 241 of the LG Act provides that the Tribunal determine the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils for each of the categories determined under section 239.
3. Section 242A(1) of the LG Act requires:

“In making a determination, the Remuneration Tribunal is to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to under section 146C of the [Industrial Relations Act 1996](#) when making or varying awards or orders relating to the conditions of employment of public sector employees.”
4. The Industrial Relations Amendment Act 2023, assented on 5 December 2023, repealed section 146C of the *Industrial Relations Act 1996*, resulting in changes to wages policy and removal of the cap on remuneration increases.
5. The Tribunal can also determine that a council can be placed in another existing or new category with a higher range of fees.
6. The Tribunal’s determination takes effect from 1 July each year.

Section 2 – 2023 Determination

7. In 2023, the Tribunal received 18 written submissions.
8. An extensive review of the categories, criteria, and allocation of councils into each of the categories was undertaken by the Tribunal as required by Section 239 of the LG Act.
9. The review resulted in the Tribunal determining the creation of two new categories, being Metropolitan Major and Rural Large.
10. The categories of general purpose councils were determined as follows:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Major	Regional Strategic Area
Metropolitan Large	Regional Centre
Metropolitan Medium	Regional Rural
Metropolitan Small	Rural Large
	Rural

11. The Tribunal was of the view that improving consistency of criteria in categories was paramount. The Tribunal therefore determined to include the non-resident population criteria in Major Strategic, Regional Strategic, Regional Centre, and Regional Rural categories.
12. A total of 26 councils were recategorised as a result of changes in the 2023 Determination.
13. The Tribunal determined that fees would increase by 3 per cent in the minimum and maximum fees applicable to each category from 1 July 2023.


Section 3 – 2024 Review


2024 Process

14. The Tribunal's annual review commenced in October when it wrote to all councils inviting submissions regarding fees. The Tribunal outlined that it is only required to review the categories every three years and will next consider the model, the criteria applicable to each category and the allocation of councils in the 2026 review. The invitation noted that it is expected that submissions are endorsed by respective councils.
15. The Tribunal also wrote to the President of Local Government NSW (LGNSW) inviting a submission.
16. The Tribunal received 19 written submissions, of which 18 were from individual councils and 1 submission from LGNSW.
17. The Tribunal notes that 17 of the 18 council submissions were endorsed by their representative councils.
18. The Tribunal acknowledges and thanks all parties for their submissions.

Submissions Received – Request for recategorisation


19. Two council submissions received requested recategorisation, with Paramatta City Council and Lake Macquarie putting forward individual cases for the Tribunal's consideration.


- 
20. Paramatta City Council requested recategorisation from its current classification of Major CBD to Principal CBD. Paramatta City Council's case to be included in Principal CBD category is based on the following:
- Paramatta being critical to the success of the Greater Sydney Region Plan
 - The LGA expecting an estimated 186,000 new residents between 2022 and 2041
 - An increase in the number of government services, corporations, and private enterprises relocating into Paramatta CBD
 - A local economy that generates approximately \$32.88 billion in gross regional product and 33,000 businesses that generated over 202,000 jobs
 - The Council's Local Strategic Planning Statement covers seven priority growth areas and precincts identified by the NSW Government in order to give effect to their Housing strategy
 - Paramatta City Council has a 2023/24 capital works budget of \$613m and it provides a number of significant services within the local government area, including two aquatic centres, redevelopment to key community centres, and funding for local parks, roads, cycleways, and footpaths.
21. The Tribunal last considered the criteria for Principal CBD in the 2023 Annual Determination process. The Tribunal's view at the time was that



the criteria characteristics for Principal CBD category was appropriate, therefore no changes were required.

22. Paramatta City Council does not meet the criteria for Principal CBD. Accordingly, the Tribunal is not persuaded to include Paramatta Council in Principal CBD category.
23. Lake Macquarie City Council requested that it be recategorised from a Regional Strategic Area to a Major Strategic Area. Reasons include:
- The LGA having a resident population of 216,603, and a non-resident working population of 24,769 (for a total of 241,372)
 - Connection to Greater Sydney via the M1, rail and a regional airport that supports the community
 - 99 towns, villages and nine economic centres across an area of 757 square kilometres
 - An annual economic output of \$26.1 billion (which is approximately 20 per cent of the Hunter economy)
 - 1.3 million tourists per year
 - 14,081 active businesses, 73,233 jobs and a total workforce across the LGA of 102,029
 - Community facilities that include a Regional Gallery – Museum of Art and Culture, one University, two TAFE campuses and a regional centre for health care
 - Operating revenue exceeding \$290 million.

- 
24. As stated in Council's own submission, currently it does not meet the population threshold criteria for Major Strategic Area. Accordingly, the Tribunal is not persuaded to include Lake Macquarie Council in Major Strategic Area category.
 25. The council also advocated for the population threshold for Major Strategic Area to be reviewed from its current threshold of 300,000 to 200,000 to restore incremental balance between Major Strategic Area and Regional Strategic Area categories.
 26. Lake Macquarie Council provided late supplementary information to support their argument for the population threshold of Regional Strategic Area being adjusted. Council submitted that five precincts in the Lake Macquarie LGA have been identified for inclusion in the New South Wales Government Transport Oriented Development Program, which aims to encourage housing development near transport hubs.
 27. The Council argues this increase in housing will lead to population growth in the selected centres, especially those with a large number of identified precincts.
 28. Consistent with section 239 and 240 of the LG Act, the Tribunal carefully considered the population threshold for all categories, as part of the 2023 Annual Determination. It was determined at that time, on extensive evidence examined and considered by the Tribunal, that the population threshold for Major Strategic Area was appropriate.
 29. The Tribunal is not persuaded at this time to change the population threshold for Major Strategic Area. Should further evidence become available to support a change in the population threshold for this category,




it can be considered by the Tribunal as part of the three yearly review of categories in 2026.

30. The Tribunal will monitor, as data becomes available, the impact of the New South Wales Government Transport Oriented Development Program on population thresholds.
31. One submission received from Wollondilly Shire Council advised that Council resolved to write to the Premier and appropriate Ministers, requesting Wollondilly Shire Council be considered as a regional Council.
32. The Tribunal has previously determined that Wollondilly Shire Council, for the purpose of setting the minimum and maximum fees payable to Councillors and Mayors, be classified as Regional Centre.
33. The Tribunal notes Wollondilly's submission and proposed course of action.


Categories – movement of Councils within the framework

34. The Tribunal reviewed population and data relating to Council operations to determine if the categorisations of Councils was consistent with the current criteria.
35. Population data was sourced from the Australian Bureau of Statistics (ABS), released 26 March 2024 for the period 2022 – 2023 financial year, the most recent data available at the time of writing this determination.


- 
36. Data relating to Council operations was sourced from the Office of Local Government (OLG).
 37. These sources provide a consistent, and complete overview of all councils in NSW. These data sources are consistent with those used in previous LGRT determinations.
 38. Each Council was also assessed against the relevant criteria at Appendix 1.
 39. As a result, it was identified that two Rural Large councils, Hilltops Council and Muswellbrook Shire Council, each had a combined resident and non-residential working population above 20,000 each. This population figure exceeds the population threshold for a Regional Rural council classification.
 40. For this reason, the Tribunal has reclassified both Hilltops Council and Muswellbrook Shire Council as Regional Rural councils.

Submissions Received – Remuneration Structure

41. A significant number of submissions commented on the remuneration structure, advocating for major changes to be made, including the need for a full comprehensive review. These issues are addressed below.
42. One submission advocated for a new remuneration structure to be established that:
 - Is benchmarked in a more transparent way


- 
- Recognises workload
 - Encourages participation by a cohort that is more representative of the community
 - Recognises skills and experience that is relevant to the roles.

43. Several submissions argued that the current remuneration structure does not adequately compensate elected Councillors and Mayors for the complex requirements of the role, significant workload, time requirements, responsibilities, and changes in the role over recent years.
44. A number of submissions provided comparison data that included remuneration paid to: Queensland and Victorian local government Councillors and Mayors, Federal, State, and Territory Parliamentary Members, Audit Risk and Improvement Committee members, and average remuneration for chairs/directors of not-for-profit organisations.
45. The basis of providing this data was to support arguments that NSW Councillors and Mayors are paid below these organisations and the work of Councillors and Mayors is being undervalued.
46. Some submissions outlined that low levels of remuneration can have a detrimental impact on the quality and diversity of candidates standing for election.
47. The LG Act is clear that Councillors and Mayors receive an annual fee, not a wage, with section 251 clearly stating that fees paid do not constitute a salary.

- 
48. Whilst the Tribunal acknowledges these issues, as previously explained in the 2023 Annual Determination at paragraph 97 they are not currently within the Tribunal's remit.
49. One submission advocated for fees of rural councils to be commensurate with those of regional and metropolitan councils, arguing that the skills and knowledge required for the role is the same regardless of the council location.
50. Others advocated for significant increases to rural and regional fees in order to address low candidate numbers while others asserted that the current remuneration fails to take into account significant stressors facing regional and rural councils.
51. The Act requires that the Tribunal must determine categories at least once every three years and places each council into a category. The determination of categories by the Tribunal is for the purpose of determining the minimum and maximum fees to be paid for councillors and Mayors in each category. When determining categories, the Tribunal is required to take into account matters prescribed in Section 240 of the LG Act:
- *the size of areas;*
 - *the physical terrain of areas;*
 - *the population of areas and the distribution of the population;*
 - *the nature and volume of business dealt with by each council;*
 - *the nature and extent of the development of areas;*

- *the diversity of communities served;*
- *the regional, national and international significance of the council;*
- *such matters as the Remuneration Tribunal considers relevant to the provision of efficient and effective local government; and*
- *such other matters as may be prescribed by the regulations.*

52. The Determination of minimum and maximum fees for 2024 is dealt with below at section 4.
53. Two submissions asserted that the current remuneration structure fails to recognise the role, responsibilities, and contribution of the Deputy Mayor position. It was suggested that a distinct independent fee be included for the position of Deputy Mayor.
54. Section 249 (5) of the LG act states:
- “A council may pay the deputy mayor (if there is one) a fee determined by the council for such time as the deputy mayor acts in the office of the mayor. The amount of the fee so paid must be deducted from the mayor’s annual fee.”*
55. Accordingly, the Tribunal lacks the power to implement changes to the fee structure that would include a distinct independent fee for the position of Deputy Mayor.
56. One argument put forward is that the impact of the current superannuation arrangements has a negative impact on female participation.

- 
57. Section 254B of the Act sets out the circumstances with respect to the payment of superannuation for Mayors and Councillors. The payment of superannuation is not automatic or mandatory, pursuant to 254B (4)(a) of the Act a council must pass a resolution prior to making superannuation contribution payments.
 58. Any changes to superannuation contribution payments for Councillors and Mayors to assist in eliminating barriers to participation would require changes to the legislation.

Section 4 – 2024 Fees

Submissions - 2024 Fees


59. The LGNSW submission requested the Tribunal increase fees by at least 10% in order to:


- Reverse the fee erosion which occurred under the NSW Public Sector Wages Policy
- Mitigate economic pressures and the rising cost of living
- Ensure that Councillors and Mayors receive fair and reasonable remuneration for the work they perform
- Address the historic undervaluation of the work performed by elected representatives in local government in New South Wales.

60. LGNSW used economic and wage data to support their argument that included:

- Consumer Price Index
- Wage Price Index
- National and State Wage cases
- Market comparability

61. LGNSW in its meeting with the Tribunal and Assessors asserted that fees paid to Councillors and Mayors have reduced in real terms over recent years, further advocating for an increase of 10% being fair and reasonable.

- 
62. In meeting with LGNSW, the question of Government policies (State and Federal) on housing reform was discussed. The Tribunal is mindful of the additional workload associated with policies such as the NSW Government's Transport Oriented Development Program place on affected Councils. Similar considerations arise from the infrastructure requirements related to Renewable Energy Zones.
63. The role of a Councillor as a member of the governing body of the council is outlined under s232 of the LG Act and the Tribunal has addressed this matter generally in the 2023 Determination at paragraph 97.
64. Four submissions received from individual councils addressed the issue of fees quantum increase. These submissions sought an increase ranging from 3% to 5.57%.
65. Other submissions advocated for remuneration to be set at a level to:
- Reflect the role, commitment required, complexity of the role, workload, and responsibilities required to perform the role successfully
 - Ensure no one is out of pocket for the work they do for council
 - Attract a diverse range of potential candidates.
66. Five submissions advocated for the Tribunal to change the determination in regard to the remuneration structure. Some submissions suggested setting a fixed mandatory fee for Councillors and Mayors, whilst others argued that individual councils should not determine their own



remuneration, due to potential conflict of interest, instead the decision should be left to State Government or an independent decision maker.

67. It has been suggested that such an approach could:

- Remove potential conflict of interest
- Facilitate good governance
- Create equity amongst councils in the same category
- Assist in fostering good relationships with the community
- Alleviate public perception that increases are unjust.

68. Currently the Tribunal, consistent with its obligations set out in the LG Act, section 248 and section 249, determines a minimum and maximum remuneration range for Councillors and Mayors. It is then up to individual councils, to fix the annual fee for councillors and Mayors.

69. Furthermore, the tribunal does not have the authority to determine a fixed mandatory fee, section 241 of the LG Act states:

“The Remuneration Tribunal must, not later than 1 May in each year, determine, in each of the categories determined under section 239, the maximum and minimum amounts of fees to be paid during the following year to councillors (other than mayors) and mayors.”



Fee Increase.

70. The Tribunal considered a range of factors in determining the amount to increase minimum and maximum fees payable to Councillors and Mayors. This included economic data, including the Consumer Price Index, Wage Price Index, full-time adult average weekly ordinary time earnings, NSW Public Sector increases, and Local Government State Award increases. It also considered the Base Cost Change model used by IPART in setting the rate peg for 2024-25.
71. On this occasion the Tribunal has determined that a 3.75% per cent increase will apply to the minimum and maximum fees applicable to existing categories.

Conclusion

72. The Tribunal's determination has been made with the assistance of the Assessors, Ms Kylie Yates, Mr Brett Whitworth and Mr Douglas Walther.
73. Determination 1 sets out the allocation of councils into each of the categories as per section 239 of the LG Act.
74. Determination 2 sets out the minimum and maximum fees paid to councillors and mayors and chairpersons of county councils as per section 241 of the LG Act.
75. The Tribunal acknowledges and thanks the secretariat for their excellent research and support in completing the 2024 determination.



Viv May PSM

Local Government Remuneration Tribunal

Dated 29 April 2024

Section 5 – Determinations

Determination No. 1 – Allocation of councils into each of the categories as per section 239 of the LG Act effective 1 July 2024

General Purpose Councils – Metropolitan

Principal CBD (1)

- Sydney

Major CBD (1)

- Parramatta

Metropolitan Major (2)

- Blacktown
- Canterbury-Bankstown

Metropolitan Large (10)

- Bayside
- Cumberland
- Fairfield
- Inner West
- Liverpool
- Northern Beaches
- Penrith
- Ryde
- Sutherland
- The Hills

Metropolitan Medium (8)

- Campbelltown
- Camden
- Georges River
- Hornsby
- Ku-ring-gai
- North Sydney
- Randwick
- Willoughby

Metropolitan Small (8)

- Burwood
- Canada Bay
- Hunters Hill
- Lane Cove
- Mosman
- Strathfield
- Waverley
- Woollahra

General Purpose Councils - Non-Metropolitan

Major Regional City (2)

- Newcastle
- Wollongong

Major Strategic Area (1)

- Central Coast

Regional Centre (23)

- Albury
- Armidale
- Ballina
- Bathurst
- Blue Mountains
- Byron
- Cessnock
- Clarence Valley
- Coffs Harbour
- Dubbo
- Eurobodella
- Hawkesbury

Regional Strategic Area(4)

- Lake Macquarie
- Maitland
- Shoalhaven
- Tweed
- Lismore
- Mid-Coast
- Orange
- Port Macquarie-Hastings
- Port Stephens
- Queanbeyan-Palerang
- Shellharbour
- Tamworth
- Wagga Wagga
- Wingecaribee
- Wollondilly

Regional Rural (14)

- Bega
- Broken Hill
- Goulburn Mulwaree
- Griffith
- Hilltops
- Kempsey
- Kiama
- Lithgow
- Mid-Western
- Muswellbrook
- Nambucca
- Richmond Valleys
- Singleton
- Snowy Monaro

Rural Large (16)

- Bellingen
- Cabonne
- Cootamundra-Gundagai
- Cowra
- Federation
- Greater Hume
- Gunnedah
- Inverell
- Leeton
- Moree Plains
- Murray River
- Narrabri
- Parkes
- Snowy Valleys
- Upper Hunter
- Yass

Rural (38)

- Balranald
- Berrigan
- Bland
- Blayney
- Bogan
- Bourke
- Brewarrina
- Carrathool
- Central Darling
- Cobar
- Coolamon
- Coonamble
- Dungog
- Edward River
- Forbes
- Gilgandra



- | | |
|---|--|
| <ul style="list-style-type: none"> • Glen Innes Severn • Gwydir • Hay • Junee • Kyogle • Lachlan • Liverpool Plains • Lockhart • Murrumbidgee • Narrandera • Narromine | <ul style="list-style-type: none"> • Oberon • Temora • Tenterfield • Upper Lachlan • Uralla • Walcha • Walgett • Warren • Warrumbungle • Weddin • Wentworth |
|---|--|

County Councils

Water (4)

- Central Tablelands
- Goldenfields Water
- Riverina Water
- Rous

Other (6)

- Castlereagh-Macquarie
- Central Murray
- Hawkesbury River
- New England Tablelands
- Upper Hunter
- Upper Macquarie

Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2024

The annual fees to be paid in each of the categories to Councillors, Mayors, Members, and Chairpersons of County Councils effective on and from 1 July 2024 as per section 241 of the *Local Government Act 1993* are determined as follows:

Table 4: Fees for General Purpose and County Councils

General Purpose Councils – Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2024

Category	Minimum	Maximum
Principal CBD	30,720	45,070
Major CBD	20,500	37,960
Metropolitan Major	20,500	35,890
Metropolitan Large	20,500	33,810
Metropolitan Medium	15,370	28,690
Metropolitan Small	10,220	22,540

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2024

Category	Minimum	Maximum
Principal CBD	188,010	247,390
Major CBD	43,530	122,640
Metropolitan Major	43,530	110,970
Metropolitan Large	43,530	98,510
Metropolitan Medium	32,650	76,190
Metropolitan Small	21,770	49,170

General Purpose Councils - Non-Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2024

Category	Minimum	Maximum
Major Regional City	20,500	35,620
Major Strategic Area	20,500	35,620
Regional Strategic Area	20,500	33,810
Regional Centre	15,370	27,050
Regional Rural	10,220	22,540
Rural Large	10,220	18,340
Rural	10,220	13,520

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2024

Category	Minimum	Maximum
Major Regional City	43,530	110,970
Major Strategic Area	43,530	110,970
Regional Strategic Area	43,530	98,510
Regional Centre	31,980	66,800
Regional Rural	21,770	49,200
Rural Large	16,330	39,350
Rural	10,880	29,500

County Councils

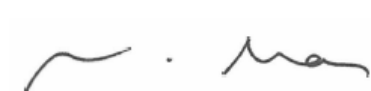
Councillor/Member Annual Fee (\$) effective 1 July 2024

Category	Minimum	Maximum
Water	2,030	11,280
Other	2,030	6,730

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2024

Category	Minimum	Maximum
Water	4,360	18,520
Other	4,360	12,300

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).



Viv May PSM

Local Government Remuneration Tribunal

Dated 29 April 2024

Appendices

Appendix 1 Criteria that apply to categories

Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

Metropolitan Major

Councils categorised Metropolitan Major will typically have a minimum residential population of 400,000.

Councils may also be categorised Metropolitan Major if their residential population combined with their non-resident working population exceeds 400,000. To satisfy this criteria the non-resident working population must exceed 50,000.


Other features may include:

- total operating revenue exceeding \$300M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Major will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.



Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

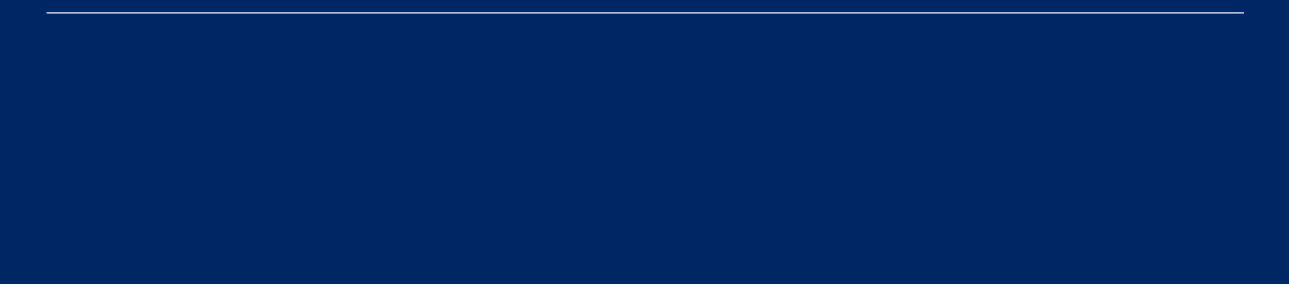
- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.



Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

Metropolitan Small

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:


- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

Major Regional City

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development
- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region


- 
- have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
 - have significant natural and man-made assets to support diverse economic activity, trade and future investment
 - typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

Major Strategic Area

Councils categorised as Major Strategic Area will have a minimum population of 300,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.




Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 100,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.




Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$100M per annum
- the highest rates of population growth in regional NSW
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.



Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

Regional Rural

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.

Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.



Rural Large

Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.

Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.



Rural

Councils categorised as Rural will typically have a residential population less than 10,000.

County Councils - Water

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

County Councils - Other

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the Biosecurity Act 2015.

16.18 REQUEST FOR FINANCIAL ASSISTANCE - DYLAN DOWNEY

Author: Director Corporate & Community Services

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. Request for Financial Assistance - Dylan Downey [↓](#) 

Link to Community Strategic Plan:	12. Our Community CO2 Encourage and facilitate active and creative participation in community life.
Cost to Council:	Funds are available in the budget for donations made under the Financial Assistance Policy. There is currently a budget of \$80,000 for grants issued under this policy. Approval of the recommendation would leave a remaining amount of \$3,220 for future contributions.
Use of Reserve Funds:	Not applicable. Budgeted amount funded from revenue.

RECOMMENDATION

That

1. The report from the Chief Executive Officer on the Request for Financial Assistance – Dylan Downey be received.
2. Council approves a cash contribution of \$5,000 to Dylan Downey to assist in covering expenses incurred in representing Australia as part of the U21 Australian Men's hockey team. The payment is to be made from the Financial Assistance budget.

BACKGROUND

At its meeting on 21 June 2022, Council adopted the new Financial Assistance and Reduction or Waiver of Council Fees & Charges Policy. Under this Policy, applications seeking funding for amounts greater than \$1,000 are reported to Council for approval.

REPORT

Under the Financial Assistance for Community Events, Projects and Representation stream of the policy, applications are invited for *Financial support requested by members of the community to represent or participate in events (both sporting and cultural) at a national or international level.*

An application for support has been received from Dylan Downey to cover ongoing expenses incurred while training and representing Australia in Hockey.

Dylan has represented Goulburn since 2017 (at age 12) and has progressed through the NSW hockey representative system to the stage where he was selected as part of the national U21 men's team ("Burras") last year which saw Dylan travel to Europe, Malaysia and Kuala Lumpur.

Dylan's commitment has now progressed further and requires him to train and play in Sydney. He continues to travel back and forth to maintain his electrical apprenticeship in Goulburn.

While travel costs are covered for tours, players still need to purchase their food and any equipment they require. In addition to this they are unable to work while away and continue their rental payments. Dylan has requested \$5,000 to help cover some of these expenses.

Recent recipients of funding under this section of the policy include Ellen Ryan, Ben and Jake Staines, Makayla Jones and the Goulburn High School Robotics team.

In keeping with contributions approved to the above recipients, it is recommended that Council approve a \$5,000 cash contribution in this instance.



SCANNED

Application for Financial Assistance Reduction or Waiver of Council Fees & Charges

Applicant / Organisation Details

Name:	Dylan Downey
Address:	
Contact Person:	Dylan Downey
Telephone:	
Email Address:	

Amount Applied for (including GST if applicable)

\$ 5,000

Which Funding Stream are you applying under? (Please select below)

☒

*Financial Assistance for Community Events and/or projects
(See below)*

☐

*Mayor's Discretionary Fund
(See below)*

Please select if the request for a fee waiver or reduction:

☐

Funding Principles:

Funding is available under the following funding streams:

- **Financial Assistance for Community Events, Projects and Representation**
Financial contribution to assist with the cost of a community event and/or project or to assist individuals/groups representing their community.

This stream is made available for:

- Funding requested by community and/or charitable organisations for events that do not satisfy the criteria under the *Event Development Funding Policy*.
- Funding requested by community and/or charitable organisations for projects that add value to the community.
- Financial support requested by members of the community to represent or participate in events (both sporting and cultural) at a national or international level.

Funding under this stream will be capped at \$10,000 and may be in the form of financial contribution, in-kind support or up to 50% fee waiver for Council venue hire.

2024

Application for Financial Assistance

Mayor's Discretionary Fund

Financial assistance available at the discretion of the Mayor to assist with small projects and community initiatives.

This stream will be reserved for donations to charitable and "not for profit" organisations.

▪ Reduction or Waiver of Council Fees & Charges

Consistent and equitable assessment of requests for the reduction or waiver of Council fees and charges for the use of Council facilities and / or services provided by Council.

Eligibility

To be eligible for a reduction or waiver the applicant must be considered in at least one of the following categories:

- Charitable organisation
- Be a non-profit organisation and dependent upon amount requested, may be asked to provide audited financial accounts
- Pensioner groups
- Community groups
- Schools and any group/organisation as determined from time to time by Council
- Demonstrate special circumstances as determined by the Chief Executive Officer or Council's delegated staff

Council **will not** consider applications to waive fees and charges for:

- Any profit-making ventures for commercial entities
- Any activity, event or program that contravenes Council's existing policies
- The bond associated with the use of Council facilities, (only the waiver of fees for an activity, event or function will be considered)
- Retrospective applications, including refunds

(Refer to the Policy Document for further information on funding criteria)

Priority will be given to –

- Projects/events which support welfare activities
- Projects/events which support the priorities of the various plans adopted by Council
- Projects/events which have not previously received funding
- Areas where there is an obvious and documented community/local need
- Areas where the need is considered greatest

Application for Financial Assistance
Effective from 19 July 2022 to 30 June 2025

Page 2 of 5

Application for Financial Assistance

Other Grant Funding

Please provide details of funding received from other sources either approved or pending.

Lions Club Goulburn - \$1,500
- attached

Application for Financial Assistance
Effective from 19 July 2022 to 30 June 2025

Page 3 of 5

Application for Financial Assistance

Description of the Project, Service or Event *(attach additional pages if space is insufficient)*

When completing this section please provide as much information as possible including details on the following where applicable:

- What identified community need does this project seek to fulfil?
- If an event, what are the benefits to the Goulburn Mulwaree area e.g. number of visitors
- Who will benefit from the project/event (include target groups and/or users & attach letters of support if applicable)

To Whom It May Concern,

I'm writing to you seeking financial assistance to further support and pursue my hockey career at a national and international level.

Goulburn has been my hometown for 19 years, within those years I have represented at a national level, for NSW, since the age of 12 or since 2017. With this commitment has come numerous expenses including travel, player levies (attached, over \$3,000 for one championship), accommodation, food, equipment, etc. I have been lucky enough that my parents have supported me through the years to achieve my goals in building my hockey career. Along with their support, I was lucky enough to receive grant funding from the Ray Harvey Foundation which helped alleviate some of these expenses over the years. I was also named Sports person of the Year at the 2024 Australia Day Awards, this was an awesome achievement and I'm grateful for the recognition.

A couple of years ago I began my Electrical Apprenticeship here at home and began juggling the commitments of travelling to and from Sydney to play and train. During this time I was named in the Under 21s "Burras" Australian Mens team, this saw me travel overseas to Europe, Malaysia and Kuala Lumpur which was an awesome experience.

These commitments have now progressed and my time required to train and play in Sydney substantially increased in pursuit of my career in hockey.

Travelling back and forth in an effort to balance my hockey and work commitments has become a struggle with the increased cost of living, rent, equipment, food, travel and so on. When representing at the international level our travel costs are covered but this doesn't cover the costs to still pay rent, buy food and loss of wages.

Whilst I am thankful for the privilege to represent the state and country, any financial assistance from Council would be greatly appreciated. This funding would assist me considerably, this year upcoming there are tours planned to Malaysia and New Zealand which take me out of the country for roughly 2 weeks at a time. The costs not covered will roughly add up to \$5,000 with the loss of wages, food and rent payments still coming out of my savings. On top of this I have to pay for my own playing and training equipment/costs.

My goal in years to come is to represent our Country in the open Mens as a Kookaburra like fellow olympian Glen Turner and return to my home town to give back to the local community.

Thanks for taking the time to consider my application.

Dylan

Application for Financial Assistance
Effective from 19 July 2022 to 30 June 2025

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Application for Financial Assistance

Financial Information

For applications seeking funding of **\$5,000** and above, the application **must** be accompanied by financial statements.

Application checklist – Please complete before signing the Declaration

- Have you read and understood the guidelines? ☒
- Have you completed ALL sections of the application form? ☒
- Have you attached all relevant supporting information? ☒
- Have you included ALL Financial Information if applicable? ☒
- Has the application been signed? ☒
- Have you kept a copy of your application for your own records? ☒

Declaration

I/We certify that, to the best of my/our knowledge, the information of this application is true and correct

Signature	<i>D Downey</i>	Signature	<i>N Downey</i>
Name	Dylan Downey	Name	Nicole Downey
Position	<i>Applicant</i>	Position	<i>Mother</i>

NOTES

- All applications are to be returned to Goulburn Mulwaree Council, Locked Bag 22 Goulburn NSW 2580
- **Incomplete applications or applications with insufficient information will not be accepted.**

Council collects personal information only for a lawful purpose that is directly related to Council's functions and activities. Council is required under the Privacy and Personal Information Protection Act 1998 (PPIA) to collect, maintain and use your personal information in accordance with the Privacy Principles and other relevant requirements of the PPIA. For further information or clarification please contact Council's Governance Office or refer to Council's Privacy Management Policy at www.goulburn.nsw.gov.au

Application for Financial Assistance
Effective from 19 July 2022 to 30 June 2025

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Lions Club of Goulburn City Inc.

ABN 43 021 603 620

PO Box 451 GOULBURN NSW 2580

Email: goulburncity.nsw@lions.org.au

President: Prue Rickard

Secretary: Rosemary Chapman

Mr Dylan Downey,

Please be informed that The Lions Club of Goulburn City has approved payment of \$1500 to be used towards your traveling expenses and towards some of loss of wages when absent for training and tournaments.

We wish you all the best for your future playing career,

Regards Lion Des Rowley Acc. Secretary

7th February 2024.

A handwritten signature in blue ink, appearing to be 'DR', is written over the typed name of the secretary.

We would like to do an official presentation at a date and time to suit you and our President.

lionsaustralia 

SERVING OUR COMMUNITY FOR 48 YEARS



TAX INVOICE

Dylan Downey

Invoice Date

6 Mar 2024

Hockey NSW

PO BOX 440

Invoice Number

INV-45875

Sydney Markets NSW

2129

Reference

U21's Men State Team

Australia

ABN

12 104 263 381

Description	Quantity	Unit Price	GST	Amount AUD
U21 National Championships - Newcastle 13th to 20th March 2024				
Accommodation	1.00	1,342.83	10%	1,342.83
Transport	1.00	267.50	10%	267.50
Team Officials Cost	1.00	866.40	10%	866.40
Physiotherapist	1.00	138.89	10%	138.89
Training Costs	1.00	191.14	10%	191.14
Team Levy - including first aid, equipment, photo & petty cash	1.00	504.70	10%	504.70
Admin Fee	1.00	105.00	10%	105.00
INCLUDES GST 10%				310.60
TOTAL AUD				3,416.46
Less Amount Paid				3,416.46
AMOUNT DUE AUD				0.00

Due Date: 13 Mar 2024

NEW BANK ACCOUNT DETAILS (OCT-2022)

Banking Details:


Hockey NSW

BSB 083-166 Account 326216143

Invoice No as a reference please.

Ph: 02 9764 1911

Email: finance@hockeynsw.com.au

16.19 REVIEW OF COUNCIL'S CODE OF CONDUCT**Author:** Business Manager Governance**Authoriser:** Aaron Johansson, Chief Executive Officer**Attachments:** 1. Code of Conduct V1.0.24 for Business Paper 20240618.pdf [↓](#) 

Link to Community Strategic Plan:	25. Our Civic Leadership CL1 Effect resourceful and respectful leadership and attentive representation of the community.
Cost to Council:	N/A
Use of Reserve Funds:	N/A

RECOMMENDATION

That

1. The report Review of Council's Code of Conduct by the Business Manager Governance be received.
2. The reviewed Code of Conduct be placed on public exhibition for 28 days and if no submissions are received be adopted.

BACKGROUND

Council's Code of Conduct was revised and adopted at its Ordinary Council Meeting on 19 July 2022.

REPORT

In accordance with section 440 of *Local Government Act 1993* (LGA Act), Council must adopt a code of conduct that incorporates the provisions of the Model Code of Conduct prescribed under the LGA Act. The adopted code of conduct may include provisions that supplement the Model Code of Conduct.

Council's Code of Conduct has been amended to include an additional requirement to comply with Council's Use of Information and Communications Procedure under Section 8 Use of Council Resources. The additional requirement is referenced as clause 8.20 in the attached Code of Conduct. The purpose of this clause is to ensure that all Council officials understand and comply with their obligations in the use of Council's information and communications technology resources which includes all Council devices, networks, and systems.



Code of Conduct



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PART 1: INTRODUCTION

This Code of Conduct is made in accordance with the Model Code of Conduct for Local Councils in NSW and under section 440 of the Local Government Act 1993 ("LGA") and the Local Government (General) Regulation 2005 ("the Regulation").

This Code of Conduct sets the minimum standards of conduct for council officials. It is prescribed by regulation to assist council officials to:

- understand and comply with the standards of conduct that are expected of them
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
- act in a way that enhances public confidence in local government.

Section 440 of the LGA requires every council (including county councils) and joint organisation to adopt a code of conduct that incorporates the provisions of the Model Code of Conduct. A council's or joint organisation's adopted code of conduct may also include provisions that supplement the Model Code of Conduct and that extend its application to persons that are not "council officials" for the purposes of the Model Code of Conduct (eg volunteers, contractors and members of wholly advisory committees).

A council's or joint organisation's adopted code of conduct has no effect to the extent that it is inconsistent with the Model Code of Conduct. However, a council's or joint organisation's adopted code of conduct may prescribe requirements that are more onerous than those prescribed in the Model Code of Conduct.

Councillors, administrators, members of staff of councils, delegates of councils, (including members of council committees that are delegates of a council) and any other person a council's adopted code of conduct applies to, must comply with the applicable provisions of their council's code of conduct. It is the personal responsibility of council officials to comply with the standards in the code and to regularly review their personal circumstances and conduct with this in mind.

Failure by a councillor to comply with the standards of conduct prescribed under this code constitutes misconduct for the purposes of the LGA. The LGA provides for a range of penalties that may be imposed on councillors for misconduct, including suspension or disqualification from civic office. A councillor who has been suspended on three or more occasions for misconduct is automatically disqualified from holding civic office for five years.

Failure by a member of staff to comply with a council's code of conduct may give rise to disciplinary action.

Note: References in the Model Code of Conduct to councils are also to be taken as references to county councils and joint organisations.

Note: In adopting the Model Code of Conduct, joint organisations should adapt it to substitute the terms "board" for "council", "chairperson" for "mayor", "voting representative" for "councillor" and "executive officer" for "general manager".



Note: In adopting the Model Code of Conduct, county councils should adapt it to substitute the term “chairperson” for “mayor” and “member” for “councillor”.

PART 2: DEFINITIONS

In this code the following terms have the following meanings:

administrator	an administrator of a council appointed under the LGA other than an administrator appointed under section 66
committee	see the definition of “council committee”
complaint	a code of conduct complaint made for the purposes of clauses 4.1 and 4.2 of the Procedures.
conduct	includes acts and omissions
council	includes county councils and joint organisations
council committee	a committee established by a council comprising of councillors, staff or other persons that the council has delegated functions to and the council’s audit, risk and improvement committee
council committee member	a person other than a councillor or member of staff of a council who is a member of a council committee other than a wholly advisory committee, and a person other than a councillor who is a member of the council’s audit, risk and improvement committee
council official	includes councillors, members of staff of a council, administrators, council committee members, delegates of council and, for the purposes of clause 4.16, council advisers
councillor	any person elected or appointed to civic office, including the mayor and includes members and chairpersons of county councils and voting representatives of the boards of joint organisations and chairpersons of joint organisations
delegate of council	a person (other than a councillor or member of staff of a council) or body, and the individual members of that body, to whom a function of the council is delegated
designated person	a person referred to in clause 4.8
election campaign	includes council, state and federal election campaigns
environmental planning instrument	has the same meaning as it has in the <i>Environmental Planning and Assessment Act 1979</i>



general manager	includes the executive officer of a joint organisation
joint organisation	a joint organisation established under section 4000 of the LGA
LGA	<i>Local Government Act 1993</i>
local planning panel	a local planning panel constituted under the <i>Environmental Planning and Assessment Act 1979</i>
mayor	includes the chairperson of a county council or a joint organisation
members of staff of a council	includes members of staff of county councils and joint organisations
the Office	Office of Local Government
personal information	information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion
the Procedures	the <i>Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW</i> prescribed under the Regulation
the Regulation	the <i>Local Government (General) Regulation 2005</i>
voting representative	a voting representative of the board of a joint organisation
wholly advisory committee	a council committee that the council has not delegated any functions to

PART 3: GENERAL CONDUCT OBLIGATIONS

General Conduct

3.1 You must not conduct yourself in a manner that:

- a) is likely to bring the council or other council officials into disrepute
- b) is contrary to statutory requirements or the council's administrative requirements or policies
- c) is improper or unethical
- d) is an abuse of power
- e) causes, comprises or involves intimidation or verbal abuse
- f) involves the misuse of your position to obtain a private benefit
- g) constitutes harassment or bullying behaviour under this code, or is unlawfully discriminatory.

3.2 You must act lawfully and honestly, and exercise a reasonable degree of care and diligence in carrying out your functions under the LGA or any other Act. (section 439).



Fairness and Equity

3.3 You must consider issues consistently, promptly and fairly. You must deal with matters in accordance with established procedures, in a non-discriminatory manner.

3.4 You must take all relevant facts known to you, or that you should be reasonably aware of, into consideration and have regard to the particular merits of each case. You must not take irrelevant matters or circumstances into consideration when making decisions.

3.5 An act or omission in good faith, whether or not it involves error, will not constitute a breach of clauses 3.3 or 3.4.

Harassment and Discrimination

3.6 You must not harass or unlawfully discriminate against others, or support others who harass or unlawfully discriminate against others, on the grounds of age, disability, race (including colour, national or ethnic origin or immigrant status), sex, pregnancy, marital or relationship status, family responsibilities or breastfeeding, sexual orientation, gender identity or intersex status or political, religious or other affiliation.

3.7 For the purposes of this code, "harassment" is any form of behaviour towards a person that:

- a) is not wanted by the person
- b) offends, humiliates or intimidates the person, and
- c) creates a hostile environment.

Bullying

3.8 You must not engage in bullying behaviour towards others.

3.9 For the purposes of this code, "bullying behaviour" is any behaviour in which:

- a) a person or a group of people repeatedly behaves unreasonably towards another person or a group of persons, and
- b) the behaviour creates a risk to health and safety.

3.10 Bullying behaviour may involve, but is not limited to, any of the following types of behaviour:

- a) aggressive, threatening or intimidating conduct
- b) belittling or humiliating comments
- c) spreading malicious rumours
- d) teasing, practical jokes or 'initiation ceremonies'
- e) exclusion from work-related events
- f) unreasonable work expectations, including too much or too little work, or work below or beyond a worker's skill level
- g) displaying offensive material
- h) pressure to behave in an inappropriate manner.



3.11 Reasonable management action carried out in a reasonable manner does not constitute bullying behaviour for the purposes of this code. Examples of reasonable management action may include, but are not limited to:

- a) performance management processes
- b) disciplinary action for misconduct
- c) informing a worker about unsatisfactory work performance or inappropriate work behaviour
- d) directing a worker to perform duties in keeping with their job
- e) maintaining reasonable workplace goals and standards
- f) legitimately exercising a regulatory function
- g) legitimately implementing a council policy or administrative processes.

Work Health and Safety

3.12 All council officials, including councillors, owe statutory duties under the Work Health and Safety Act 2011 (WHS Act). You must comply with your duties under the WHS Act and your responsibilities under any policies or procedures adopted by the council to ensure workplace health and safety. Specifically, you must:

- a) take reasonable care for your own health and safety
- b) take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons
- c) comply, so far as you are reasonably able, with any reasonable instruction that is given to ensure compliance with the WHS Act and any policies or procedures adopted by the council to ensure workplace health and safety
- d) cooperate with any reasonable policy or procedure of the council relating to workplace health or safety that has been notified to council staff
- e) report accidents, incidents, near misses, to the general manager or such other staff member nominated by the general manager, and take part in any incident investigations
- f) so far as is reasonably practicable, consult, co-operate and coordinate with all others who have a duty under the WHS Act in relation to the same matter.

Land Use Planning, Development Assessment and Other Regulatory Functions

3.13 You must ensure that land use planning, development assessment and other regulatory decisions are properly made, and that all parties are dealt with fairly. You must avoid any occasion for suspicion of improper conduct in the exercise of land use planning, development assessment and other regulatory functions.

3.14 In exercising land use planning, development assessment and other regulatory functions, you must ensure that no action, statement or communication between yourself and others conveys any suggestion of willingness to improperly provide concessions or preferential or unduly unfavourable treatment.

Binding Caucus Votes

1.1 You must not participate in binding caucus votes in relation to matters to be considered at a council or committee meeting.



1.2 For the purposes of clause 3.15, a binding caucus vote is a process whereby a group of councillors are compelled by a threat of disciplinary or other adverse action to comply with a predetermined position on a matter before the council or committee, irrespective of the personal views of individual members of the group on the merits of the matter before the council or committee.

1.3 Clause 3.15 does not prohibit councillors from discussing a matter before the council or committee prior to considering the matter in question at a council or committee meeting, or from voluntarily holding a shared view with other councillors on the merits of a matter.

1.4 Clause 3.15 does not apply to a decision to elect the mayor or deputy mayor, or to nominate a person to be a member of a council committee or a representative of the council on an external body.

Obligations in Relation to Meetings

3.19 You must comply with rulings by the chair at council and committee meetings or other proceedings of the council unless a motion dissenting from the ruling is passed.

3.20 You must not engage in bullying behaviour (as defined under this Part) towards the chair, other council officials or any members of the public present during council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions).

3.21 You must not engage in conduct that disrupts council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions), or that would otherwise be inconsistent with the orderly conduct of meetings.

3.22 If you are a councillor, you must not engage in any acts of disorder or other conduct that is intended to prevent the proper or effective functioning of the council, or of a committee of the council. Without limiting this clause, you must not:

- a) leave a meeting of the council or a committee for the purposes of depriving the meeting of a quorum, or
- b) submit a rescission motion with respect to a decision for the purposes of voting against it to prevent another councillor from submitting a rescission motion with respect to the same decision, or
- c) deliberately seek to impede the consideration of business at a meeting.

PART 4: PECUNIARY INTERESTS

What is a Pecuniary Interest?

4.1 A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause

4.2 You will not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision you might make in relation to the matter, or if the interest is of a kind specified in clause 4.6.

4.3 For the purposes of this Part, you will have a pecuniary interest in a matter if the pecuniary interest is:



- a) your interest, or
- b) the interest of your spouse or de facto partner, your relative, or your partner or employer, or
- c) a company or other body of which you, or your nominee, partner or employer, is a shareholder or member.

4.4 For the purposes of clause 4.3:

- a) Your “relative” is any of the following:
 - i) your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - ii) your spouse’s or de facto partner’s parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - iii) the spouse or de facto partner of a person referred to in paragraphs (i) and (ii).
- b) “de facto partner” has the same meaning as defined in section 21C of the Interpretation Act 1987.

4.5 You will not have a pecuniary interest in relation to a person referred to in subclauses 4.3(b) or (c):

- a. if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or
- b. just because the person is a member of, or is employed by, a council or a statutory body, or is employed by the Crown, or
- c. just because the person is a member of, or a delegate of a council to, a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.

What Interests do not have to be Disclosed?

4.6 You do not have to disclose the following interests for the purposes of this Part:

- a) your interest as an elector
- b) your interest as a ratepayer or person liable to pay a charge
- c) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to the public generally, or to a section of the public that includes persons who are not subject to this code
- d) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to your relative by the council in the same manner and subject to the same conditions as apply to persons who are not subject to this code
- e) an interest you have as a member of a club or other organisation or association, unless the interest is as the holder of an office in the club or organisation (whether remunerated or not)
- f) if you are a council committee member, an interest you have as a person chosen to represent the community, or as a member of a non-profit organisation or other community



- or special interest group, if you have been appointed to represent the organisation or group on the council committee
- g) an interest you have relating to a contract, proposed contract or other matter, if the interest arises only because of a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company
 - h) an interest you have arising from the proposed making by the council of an agreement between the council and a corporation, association or partnership, being a corporation, association or partnership that has more than 25 members, if the interest arises because your relative is a shareholder (but not a director) of the corporation, or is a member (but not a member of the committee) of the association, or is a partner of the partnership
 - i) an interest you have arising from the making by the council of a contract or agreement with your relative for, or in relation to, any of the following, but only if the proposed contract or agreement is similar in terms and conditions to such contracts and agreements as have been made, or as are proposed to be made, by the council in respect of similar matters with other residents of the area:
 - i. the performance by the council at the expense of your relative of any work or service in connection with roads or sanitation
 - ii. security for damage to footpaths or roads
 - iii. any other service to be rendered, or act to be done, by the council by or under any Act conferring functions on the council, or by or under any contract
 - j) an interest relating to the payment of fees to councillors (including the mayor and deputy mayor)
 - k) an interest relating to the payment of expenses and the provision of facilities to councillors (including the mayor and deputy mayor) in accordance with a policy under section 252 of the LGA,
 - l) an interest relating to an election to the office of mayor arising from the fact that a fee for the following 12 months has been determined for the office of mayor
 - m) an interest of a person arising from the passing for payment of a regular account for the wages or salary of an employee who is a relative of the person
 - n) an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a councillor or a council committee member
 - o) an interest arising from the appointment of a councillor to a body as a representative or delegate of the council, whether or not a fee or other recompense is payable to the representative or delegate.

4.7 For the purposes of clause 4.6, “relative” has the same meaning as in clause 4.4, but includes your spouse or de facto partner.

What Disclosures must be made by a Designated Person?

4.8 Designated persons include:

- a) the general manager
- b) other senior staff of the council for the purposes of section 332 of the LGA



- c) a person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position identified by the council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest
- d) a person (other than a member of the senior staff of the council) who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council's functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interest.

4.9 A designated person:

- a) must prepare and submit written returns of interests in accordance with clauses 4.21, and
- b) must disclose pecuniary interests in accordance with clause 4.10.

4.10 A designated person must disclose in writing to the general manager (or if the person is the general manager, to the council) the nature of any pecuniary interest the person has in any council matter with which the person is dealing as soon as practicable after becoming aware of the interest.

4.11 Clause 4.10 does not require a designated person who is a member of staff of the council to disclose a pecuniary interest if the interest relates only to the person's salary as a member of staff, or to their other conditions of employment.

4.12 The general manager must, on receiving a disclosure from a designated person, deal with the matter to which the disclosure relates or refer it to another person to deal with.

4.13 A disclosure by the general manager must, as soon as practicable after the disclosure is made, be laid on the table at a meeting of the council and the council must deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by council staff other than designated persons?

4.14 A member of staff of council, other than a designated person, must disclose in writing to their manager or the general manager the nature of any pecuniary interest they have in a matter they are dealing with as soon as practicable after becoming aware of the interest.

4.15 The staff member's manager or the general manager must, on receiving a disclosure under clause 4.14, deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by council advisers?

4.16 A person who, at the request or with the consent of the council or a council committee, gives advice on any matter at any meeting of the council or committee, must disclose the nature of any pecuniary interest the person has in the matter to the meeting at the time the advice is given. The person is not required to disclose the person's interest as an adviser.



4.17 A person does not breach clause 4.16 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.

What disclosures must be made by a council committee member?

4.18 A council committee member must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29.

4.19 For the purposes of clause 4.18, a “council committee member” includes a member of staff of council who is a member of the committee.

What disclosures must be made by a councillor?

4.20 A councillor:

- a) must prepare and submit written returns of interests in accordance with clause 4.21, and
- b) must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29 where it is applicable.

Disclosure of interests in written returns

4.21 A councillor or designated person must make and lodge with the general manager a return in the form set out in schedule 2 to this code, disclosing the councillor’s or designated person’s interests as specified in schedule 1 to this code within 3 months after:

- a) becoming a councillor or designated person, and
- b) 30 June of each year, and
- c) the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).

4.22 A person need not make and lodge a return under clause 4.21, paragraphs (a) and (b) if:

- a) they made and lodged a return under that clause in the preceding 3 months, or
- b) they have ceased to be a councillor or designated person in the preceding 3 months.

4.23 A person must not make and lodge a return that the person knows or ought reasonably to know is false or misleading in a material particular.

4.24 The general manager must keep a register of returns required to be made and lodged with the general manager.

4.25 Returns required to be lodged with the general manager under clause 4.21(a) and (b) must be tabled at the first meeting of the council after the last day the return is required to be lodged.

4.26 Returns required to be lodged with the general manager under clause 4.21(c) must be tabled at the next council meeting after the return is lodged.

4.27 Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the Government Information (Public Access) Act



2009, the Government Information (Public Access) Regulation 2009 and any guidelines issued by the Information Commissioner.

Disclosure of pecuniary interests at meetings

4.28 A councillor or a council committee member who has a pecuniary interest in any matter with which the council is concerned, and who is present at a meeting of the council or committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.

4.29 The councillor or council committee member must not be present at, or in sight of, the meeting of the council or committee:

- a) at any time during which the matter is being considered or discussed by the council or committee, or
- b) at any time during which the council or committee is voting on any question in relation to the matter.

4.30 In the case of a meeting of a board of a joint organisation, a voting representative is taken to be present at the meeting for the purposes of clauses 4.28 and 4.29 where they participate in the meeting by telephone or other electronic means.

4.31 A disclosure made at a meeting of a council or council committee must be recorded in the minutes of the meeting.

4.32 A general notice may be given to the general manager in writing by a councillor or a council committee member to the effect that the councillor or council committee member, or the councillor's or council committee member's spouse, de facto partner or relative, is:

- a) a member of, or in the employment of, a specified company or other body, or
- b) a partner of, or in the employment of, a specified person.

Such a notice is, unless and until the notice is withdrawn or until the end of the term of the council in which it is given (whichever is the sooner), sufficient disclosure of the councillor's or council committee member's interest in a matter relating to the specified company, body or person that may be the subject of consideration by the council or council committee after the date of the notice.

4.33 A councillor or a council committee member is not prevented from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the councillor or council committee member has an interest in the matter of a kind referred to in clause 4.6.

4.34 A person does not breach clauses 4.28 or 4.29 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.

4.35 Despite clause 4.29, a councillor who has a pecuniary interest in a matter may participate in a decision to delegate consideration of the matter in question to another body or person.



4.36 Clause 4.29 does not apply to a councillor who has a pecuniary interest in a matter that is being considered at a meeting if:

- a) the matter is a proposal relating to:
 - i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or
 - ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and
- b) the pecuniary interest arises only because of an interest of the councillor in the councillor's principal place of residence or an interest of another person (whose interests are relevant under clause 4.3) in that person's principal place of residence, and
- c) the councillor made a special disclosure under clause 4.37 in relation to the interest before the commencement of the meeting.

4.37 A special disclosure of a pecuniary interest made for the purposes of clause 4.36(c) must:

- a) be in the form set out in schedule 3 of this code and contain the information required by that form, and
- b) be laid on the table at a meeting of the council as soon as practicable after the disclosure is made, and the information contained in the special disclosure is to be recorded in the minutes of the meeting.

4.38 The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who has a pecuniary interest in a matter with which the council is concerned to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:

- a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
- b) that it is in the interests of the electors for the area to do so.

4.39 A councillor or a council committee member with a pecuniary interest in a matter who is permitted to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter under clause 4.38, must still disclose the interest they have in the matter in accordance with clause 4.28.

PART 5: NON-PECUNIARY CONFLICTS OF INTEREST

What is a non-pecuniary conflict of interest?

5.1 Non-pecuniary interests are private or personal interests a council official has that do not amount to a pecuniary interest as defined in clause 4.1 of this code. These commonly arise out of family or personal relationships, or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature.



5.2 A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.

5.3 The personal or political views of a council official do not constitute a private interest for the purposes of clause 5.2.

5.4 Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of council decision-making. The onus is on you to identify any non-pecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in accordance with this code.

5.5 When considering whether or not you have a non-pecuniary conflict of interest in a matter you are dealing with, it is always important to think about how others would view your situation.

Managing non-pecuniary conflicts of interest

5.6 Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of council staff other than the general manager, such a disclosure is to be made to the staff member's manager. In the case of the general manager, such a disclosure is to be made to the mayor.

5.7 If a disclosure is made at a council or committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises. This disclosure constitutes disclosure in writing for the purposes of clause 5.6.

5.8 How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.

5.9 As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:

- a) a relationship between a council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the council official's extended family that the council official has a close personal relationship with, or another person living in the same household
- b) other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
- c) an affiliation between the council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a council



official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.

- d) membership, as the council's representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the council and the organisation are potentially in conflict in relation to the particular matter
- e) a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1
- f) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.

5.10 Significant non-pecuniary conflicts of interest must be managed in one of two ways:

- a) by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
- b) if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29.

5.11 If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.

5.12 If you are a member of staff of council other than the general manager, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of your manager. In the case of the general manager, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of the mayor.

5.13 Despite clause 5.10(b), a councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.

5.14 Council committee members are not required to declare and manage a non-pecuniary conflict of interest in accordance with the requirements of this Part where it arises from an interest they have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if they have been appointed to represent the organisation or group on the council committee.

Political donations

5.15 Councillors should be aware that matters before council or committee meetings involving their political donors may also give rise to a non-pecuniary conflict of interest.



5.16 Where you are a councillor and have received or knowingly benefitted from a reportable political donation:

- a) made by a major political donor in the previous four years, and
- b) the major political donor has a matter before council,

you must declare a non-pecuniary conflict of interest in the matter, disclose the nature of the interest, and manage the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29. A disclosure made under this clause must be recorded in the minutes of the meeting.

5.17 For the purposes of this Part:

- a) a “reportable political donation” has the same meaning as it has in section 6 of the Electoral Funding Act 2018
- b) “major political donor” has the same meaning as it has in the Electoral Funding Act 2018.

5.18 Councillors should note that political donations that are not a “reportable political donation”, or political donations to a registered political party or group by which a councillor is endorsed, may still give rise to a non-pecuniary conflict of interest. Councillors should determine whether or not such conflicts are significant for the purposes of clause 5.9 and take the appropriate action to manage them.

5.19 Despite clause 5.16, a councillor who has received or knowingly benefitted from a reportable political donation of the kind referred to in that clause, may participate in a decision to delegate consideration of the matter in question to another body or person.

Loss of quorum as a result of compliance with this Part

5.20 A councillor who would otherwise be precluded from participating in the consideration of a matter under this Part because they have a non-pecuniary conflict of interest in the matter is permitted to participate in consideration of the matter if:

- a) the matter is a proposal relating to:
 - i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council’s area, or
 - ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council’s area, and
- b) the non-pecuniary conflict of interest arises only because of an interest that a person has in that person’s principal place of residence, and
- c) the councillor discloses the interest they have in the matter that would otherwise have precluded their participation in consideration of the matter under this Part in accordance with clause 5.6.

5.21 The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who is precluded under this Part from participating in the consideration of a matter to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:



- a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
- b) that it is in the interests of the electors for the area to do so.

5.22 Where the Minister exempts a councillor or committee member from complying with a requirement under this Part under clause 5.21, the councillor or committee member must still disclose any interests they have in the matter the exemption applies to, in accordance with clause 5.6.

Other business or employment

5.23 The general manager must not engage, for remuneration, in private employment, contract work or other business outside the service of the council without the approval of the council.

5.24 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council or that might conflict with the staff member's council duties unless they have notified the general manager in writing of the employment, work or business and the general manager has given their written approval for the staff member to engage in the employment, work or business.

5.25 The general manager may at any time prohibit a member of staff from engaging, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council, or that might conflict with the staff member's council duties.

5.26 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council if prohibited from doing so.

5.27 Members of staff must ensure that any outside employment, work or business they engage in will not:

- a) conflict with their official duties
- b) involve using confidential information or council resources obtained through their work with the council including where private use is permitted
- c) require them to work while on council duty
- d) discredit or disadvantage the council
- e) pose, due to fatigue, a risk to their health or safety, or to the health and safety of their co-workers.

Personal dealings with council

5.28 You may have reason to deal with your council in your personal capacity (for example, as a ratepayer, recipient of a council service or applicant for a development consent granted by council). You must not expect or request preferential treatment in relation to any matter in which you have a private interest because of your position. You must avoid any action that could lead members of the public to believe that you are seeking preferential treatment.

5.29 You must undertake any personal dealings you have with the council in a manner that is consistent with the way other members of the community deal with the council. You must also



ensure that you disclose and appropriately manage any conflict of interest you may have in any matter in accordance with the requirements of this code.

PART 6: PERSONAL BENEFIT

6.1 For the purposes of this Part, a gift or a benefit is something offered to or received by a council official or someone personally associated with them for their personal use and enjoyment.

6.2 A reference to a gift or benefit in this Part does not include:

- a) items with a value of \$10 or less
- b) a political donation for the purposes of the Electoral Funding Act 2018
- c) a gift provided to the 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
- d) a benefit or facility provided by the council to an employee or councillor
- e) attendance by a council official at a work-related event or function for the purposes of performing their official duties, or
- f) free or subsidised meals, beverages or refreshments provided to council officials in conjunction with the performance of their official duties such as, but not limited to:
 - i) the discussion of official business
 - ii) work-related events such as council-sponsored or community events, training, education sessions or workshops
 - iii) conferences
 - iv) council functions or events
 - v) social functions organised by groups, such as council committees and community organisations.

Gifts and benefits

6.3 You must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable treatment from you or from the council, through the provision of gifts, benefits or hospitality of any kind to you or someone personally associated with you.

6.4 A gift or benefit is deemed to have been accepted by you for the purposes of this Part, where it is received by you or someone personally associated with you.

How are offers of gifts and benefits to be dealt with?

6.5 You must not:

- a) seek or accept a bribe or other improper inducement
- b) seek gifts or benefits of any kind
- c) accept any gift or benefit that may create a sense of obligation on your part, or may be perceived to be intended or likely to influence you in carrying out your public duty
- d) subject to clause 6.7, accept any gift or benefit of more than token value as defined by clause 6.9



- e) accept an offer of cash or a cash-like gift as defined by clause 6.13, regardless of the amount
- f) participate in competitions for prizes where eligibility is based on the council being in or entering into a customer–supplier relationship with the competition organiser
- g) personally benefit from reward points programs when purchasing on behalf of the council.

6.6 Where you receive a gift or benefit of any value other than one referred to in clause 6.2, you must disclose this promptly to your manager or the general manager in writing. The recipient, manager, or general manager must ensure that, at a minimum, the following details are recorded in the council's gift register:

- a) the nature of the gift or benefit
- b) the estimated monetary value of the gift or benefit
- c) the name of the person who provided the gift or benefit, and
- d) the date on which the gift or benefit was received.

6.7 Where you receive a gift or benefit of more than token value that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the council, unless the nature of the gift or benefit makes this impractical.

Gifts and benefits of token value

6.8 You may accept gifts and benefits of token value. Gifts and benefits of token value are one or more gifts or benefits received from a person or organisation over a 12-month period that, when aggregated, do not exceed a value of \$100. They include, but are not limited to:

- a) invitations to and attendance at local social, cultural or sporting events with a ticket value that does not exceed \$100
- b) gifts of alcohol that do not exceed a value of \$100
- c) ties, scarves, coasters, tie pins, diaries, chocolates or flowers or the like
- d) prizes or awards that do not exceed \$100 in value.

Gifts and benefits of more than token value

6.9 Gifts or benefits that exceed \$100 in value are gifts or benefits of more than token value for the purposes of clause 6.5(d) and, subject to clause 6.7, must not be accepted.

6.10 Gifts and benefits of more than token value include, but are not limited to, tickets to major sporting events (such as international matches or matches in national sporting codes) 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 provided on terms that are not available to the general public or a broad class of persons, the use of holiday homes, artworks, free or discounted travel.

6.11 Where you have accepted a gift or benefit of token value from a person or organisation, you must not accept a further gift or benefit from the same person or organisation or another person associated with that person or organisation within a single 12-month period where the value of the gift, added to the value of earlier gifts received from the same person or organisation, or a person



associated with that person or organisation, during the same 12-month period would exceed \$100 in value.

6.12 For the purposes of this Part, the value of a gift or benefit is the monetary value of the gift or benefit inclusive of GST.

“Cash-like gifts”

6.13 For the purposes of clause 6.5(e), “cash-like gifts” include, but are not limited to, gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internet credit, lottery tickets, memberships or entitlements to discounts that are not available to the general public or a broad class of persons.

Improper and undue influence

6.14 You must not use your position to influence other council officials in the performance of their official functions to obtain a private benefit for yourself or for somebody else. A councillor will not be in breach of this clause where they seek to influence other council officials through the proper exercise of their role as prescribed under the LGA.

6.15 You must not take advantage (or seek to take advantage) of your status or position with council, or of functions you perform for council, in order to obtain a private benefit for yourself or for any other person or body.

PART 7: RELATIONSHIPS BETWEEN COUNCIL OFFICIALS

Obligations of councillors and administrators

7.1 Each council is a body politic. The councillors or administrator/s are the governing body of the council. Under section 223 of the LGA, the role of the governing body of the council includes the development and endorsement of the strategic plans, programs, strategies and policies of the council, including those relating to workforce policy, and to keep the performance of the council under review.

7.2 Councillors or administrators must not:

- a) direct council staff other than by giving appropriate direction to the general manager by way of council or committee resolution, or by the mayor or administrator exercising their functions under section 226 of the LGA
- b) in any public or private forum, direct or influence, or attempt to direct or influence, any other member of the staff of the council or a delegate of the council in the exercise of the functions of the staff member or delegate
- c) contact a member of the staff of the council on council-related business unless in accordance with the policy and procedures governing the interaction of councillors and council staff that have been authorised by the council and the general manager
- d) contact or issue instructions to any of the council’s contractors, including the council’s legal advisers, unless by the mayor or administrator exercising their functions under section 226 of the LGA.



7.3 Despite clause 7.2, councillors may contact the council's external auditor or the chair of the council's audit risk and improvement committee to provide information reasonably necessary for the external auditor or the audit, risk and improvement committee to effectively perform their functions.

Obligations of staff

7.4 Under section 335 of the LGA, the role of the general manager includes conducting the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council, implementing without undue delay, lawful decisions of the council and ensuring that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their official functions.

7.5 Members of staff of council must:

- a) give their attention to the business of the council while on duty
- b) ensure that their work is carried out ethically, efficiently, economically and effectively
- c) carry out reasonable and lawful directions given by any person having authority to give such directions
- d) give effect to the lawful decisions, policies and procedures of the council, whether or not the staff member agrees with or approves of them
- e) ensure that any participation in political activities outside the service of the council does not interfere with the performance of their official duties.

Inappropriate interactions

7.6 You must not engage in any of the following inappropriate interactions:

- a) councillors and administrators approaching staff and staff organisations to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
- b) council staff approaching councillors and administrators to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
- c) subject to clause 8.6, council staff refusing to give information that is available to other councillors to a particular councillor
- d) councillors and administrators who have lodged an application with the council, discussing the matter with council staff in staff-only areas of the council
- e) councillors and administrators approaching members of local planning panels or discussing any application that is either before the panel or that will come before the panel at some future time, except during a panel meeting where the application forms part of the agenda and the councillor or administrator has a right to be heard by the panel at the meeting
- f) councillors and administrators being overbearing or threatening to council staff
- g) council staff being overbearing or threatening to councillors or administrators



- h) councillors and administrators making personal attacks on council staff or engaging in conduct towards staff that would be contrary to the general conduct provisions in Part 3 of this code in public forums including social media
- i) councillors and administrators directing or pressuring council staff in the performance of their work, or recommendations they should make
- j) council staff providing ad hoc advice to councillors and administrators without recording or documenting the interaction as they would if the advice was provided to a member of the community
- k) council staff meeting with applicants or objectors alone AND outside office hours to discuss planning applications or proposals
- l) councillors attending on-site inspection meetings with lawyers and/or consultants engaged by the council associated with current or proposed legal proceedings unless permitted to do so by the council's general manager or, in the case of the mayor or administrator, unless they are exercising their functions under section 226 of the LGA.

PART 8: ACCESS TO INFORMATION AND COUNCIL RESOURCES

Councillor and administrator access to information

8.1 The general manager is responsible for ensuring that councillors and administrators can access information necessary for the performance of their official functions. The general manager and public officer are also responsible for ensuring that members of the public can access publicly available council information under the Government Information (Public Access) Act 2009 (the GIPA Act).

8.2 The general manager must provide councillors and administrators with the information necessary to effectively discharge their official functions.

8.3 Members of staff of council must provide full and timely information to councillors and administrators sufficient to enable them to exercise their official functions and in accordance with council procedures.

8.4 Members of staff of council who provide any information to a particular councillor in the performance of their official functions must also make it available to any other councillor who requests it and in accordance with council procedures.

8.5 Councillors and administrators who have a private interest only in council information have the same rights of access as any member of the public.

8.6 Despite clause 8.4, councillors and administrators who are precluded from participating in the consideration of a matter under this code because they have a conflict of interest in the matter, are not entitled to request access to council information in relation to the matter unless the information is otherwise available to members of the public, or the council has determined to make the information available under the GIPA Act.



Councillors and administrators to properly examine and consider information

8.7 Councillors and administrators must ensure that they comply with their duty under section 439 of the LGA to act honestly and exercise a reasonable degree of care and diligence by properly examining and considering all the information provided to them relating to matters that they are required to make a decision on.

Refusal of access to information

8.8 Where the general manager or public officer determine to refuse access to information requested by a councillor or administrator, they must act reasonably. In reaching this decision they must take into account whether or not the information requested is necessary for the councillor or administrator to perform their official functions (see clause 8.2) and whether they have disclosed a conflict of interest in the matter the information relates to that would preclude their participation in consideration of the matter (see clause 8.6). The general manager or public officer must state the reasons for the decision if access is refused.

Use of certain council information

8.9 In regard to information obtained in your capacity as a council official, you must:

- a) subject to clause 8.14, only access council information needed for council business
- b) not use that council information for private purposes
- c) not seek or obtain, either directly or indirectly, any financial benefit or other improper advantage for yourself, or any other person or body, from any information to which you have access by virtue of your office or position with council
- d) only release council information in accordance with established council policies and procedures and in compliance with relevant legislation.

Use and security of confidential information

8.10 You must maintain the integrity and security of confidential information in your possession, or for which you are responsible.

8.11 In addition to your general obligations relating to the use of council information, you must:

- a) only access confidential information that you have been authorised to access and only do so for the purposes of exercising your official functions
- b) protect confidential information
- c) only release confidential information if you have authority to do so
- d) only use confidential information for the purpose for which it is intended to be used
- e) not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or for any other person
- f) not use confidential information with the intention to cause harm or detriment to the council or any other person or body
- g) not disclose any confidential information discussed during a confidential session of a council or committee meeting or any other confidential forum (such as, but not limited to, workshops or briefing sessions).



Personal information

8.12 When dealing with personal information you must comply with:

- a) the Privacy and Personal Information Protection Act 1998
- b) the Health Records and Information Privacy Act 2002
- c) the Information Protection Principles and Health Privacy Principles
- d) Council's privacy management plan
- e) the Privacy Code of Practice for Local Government

Use of council resources

8.13 You must use council resources ethically, effectively, efficiently and carefully in exercising your official functions, and must not use them for private purposes, except when supplied as part of a contract of employment (but not for private business purposes), unless this use is lawfully authorised and proper payment is made where appropriate.

8.14 Union delegates and consultative committee members may have reasonable access to council resources and information for the purposes of carrying out their industrial responsibilities, including but not limited to:

- a) the representation of members with respect to disciplinary matters
- b) the representation of employees with respect to grievances and disputes
- c) functions associated with the role of the local consultative committee.

8.15 You must be scrupulous in your use of council property, including intellectual property, official services, facilities, technology and electronic devices and must not permit their misuse by any other person or body.

8.16 You must avoid any action or situation that could create the appearance that council property, official services or public facilities are being improperly used for your benefit or the benefit of any other person or body.

8.17 You must not use council resources (including council staff), property or facilities for the purpose of assisting your election campaign or the election campaigns of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.

8.18 You must not use the council letterhead, council crests, council email or social media or other information that could give the appearance it is official council material:

- a) for the purpose of assisting your election campaign or the election campaign of others, or
- b) for other non-official purposes.

8.19 You must not convert any property of the council to your own use unless properly authorised.

8.20 You must comply with Council's Use of Information and Communications Technology Procedure.



Internet access

8.21 You must not use council's computer resources or mobile or other devices to search for, access, download or communicate any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature, or that could otherwise lead to criminal penalty or civil liability and/or damage the council's reputation.

Council record keeping

8.22 You must comply with the requirements of the State Records Act 1998 and the council's records management policy.

8.23 All information created, sent and received in your official capacity is a council record and must be managed in accordance with the requirements of the State Records Act 1998 and the council's approved records management policies and practices.

8.24 All information stored in either soft or hard copy on council supplied resources (including technology devices and email accounts) is deemed to be related to the business of the council and will be treated as council records, regardless of whether the original intention was to create the information for personal purposes.

8.25 You must not destroy, alter, or dispose of council information or records, unless authorised to do so. If you need to alter or dispose of council information or records, you must do so in consultation with the council's records manager and comply with the requirements of the State Records Act 1998.

Councillor access to council buildings

8.26 Councillors and administrators are entitled to have access to the council chamber, committee room, mayor's office (subject to availability), councillors' rooms, and public areas of council's buildings during normal business hours and for meetings. Councillors and administrators needing access to these facilities at other times must obtain authority from the general manager.

8.27 Councillors and administrators must not enter staff-only areas of council buildings without the approval of the general manager (or their delegate) or as provided for in the procedures governing the interaction of councillors and council staff.

8.28 Councillors and administrators must ensure that when they are within a staff only area they refrain from conduct that could be perceived to improperly influence council staff decisions.

PART 9: MAINTAINING THE INTEGRITY OF THIS CODE

Complaints made for an improper purpose

9.1 You must not make or threaten to make a complaint or cause a complaint to be made alleging a breach of this code for an improper purpose.

9.2 For the purposes of clause 9.1, a complaint is made for an improper purpose where it is trivial, frivolous, vexatious or not made in good faith, or where it otherwise lacks merit and has been made substantially for one or more of the following purposes:



- a) to bully, intimidate or harass another council official
- b) to damage another council official's reputation
- c) to obtain a political advantage
- d) to influence a council official in the exercise of their official functions or to prevent or disrupt the exercise of those functions
- e) to influence the council in the exercise of its functions or to prevent or disrupt the exercise of those functions
- f) to avoid disciplinary action under the Procedures
- g) to take reprisal action against a person for making a complaint alleging a breach of this code
- h) to take reprisal action against a person for exercising a function prescribed under the Procedures
- i) to prevent or disrupt the effective administration of this code under the Procedures.

Detrimental action

9.3 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for a complaint they have made alleging a breach of this code.

9.4 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for any function they have exercised under the Procedures.

9.5 For the purposes of clauses 9.3 and 9.4, a detrimental action is an action causing, comprising or involving any of the following:

- a) injury, damage or loss
- b) intimidation or harassment
- c) discrimination, disadvantage or adverse treatment in relation to employment
- d) dismissal from, or prejudice in, employment
- e) disciplinary proceedings.

Compliance with requirements under the Procedures

9.6 You must not engage in conduct that is calculated to impede or disrupt the consideration of a matter under the Procedures.

9.7 You must comply with a reasonable and lawful request made by a person exercising a function under the Procedures. A failure to make a written or oral submission invited under the Procedures will not constitute a breach of this clause.

9.8 You must comply with a practice ruling made by the Office under the Procedures.

Disclosure of information about the consideration of a matter under the Procedures

9.9 All allegations of breaches of this code must be dealt with under and in accordance with the Procedures.

9.10 You must not allege breaches of this code other than by way of a complaint made or initiated under the Procedures.



9.11 You must not make allegations about, or disclose information about, suspected breaches of this code at council, committee or other meetings, whether open to the public or not, or in any other forum, whether public or not.

9.12 You must not disclose information about a complaint you have made alleging a breach of this code or any other matter being considered under the Procedures except for the purposes of seeking legal advice, unless the disclosure is otherwise permitted under the Procedures.

9.13 Nothing under this Part prevents a person from making a public interest disclosure to an appropriate public authority or investigative authority under the Public Interest Disclosures Act 1994.

Complaints alleging a breach of this Part

9.14 Complaints alleging a breach of this Part by a councillor, the general manager or an administrator are to be managed by the Office. This clause does not prevent the Office from referring an alleged breach of this Part back to the council for consideration in accordance with the Procedures.

9.15 Complaints alleging a breach of this Part by other council officials are to be managed by the general manager in accordance with the Procedures.

SCHEDULE 1: DISCLOSURES OF INTERESTS AND OTHER MATTERS IN WRITTEN RETURNS SUBMITTED UNDER CLAUSE 4.21

Part 1: Preliminary

Definitions

1. For the purposes of the schedules to this code, the following definitions apply:

address means:

- a) in relation to a person other than a corporation, the last residential or business address of the person known to the councillor or designated person disclosing the address, or
- b) in relation to a corporation, the address of the registered office of the corporation in New South Wales or, if there is no such office, the address of the principal office of the corporation in the place where it is registered, or
- c) in relation to any real property, the street address of the property.

de facto partner has the same meaning as defined in section 21C of the *Interpretation Act 1987*.

disposition of property means a conveyance, transfer, assignment, settlement, delivery, payment or other alienation of property, including the following:

- a) the allotment of shares in a company
- b) the creation of a trust in respect of property



- c) the grant or creation of a lease, mortgage, charge, easement, licence, power, partnership or interest in respect of property
- d) the release, discharge, surrender, forfeiture or abandonment, at law or in equity, of a debt, contract or chose in action, or of an interest in respect of property
- e) the exercise by a person of a general power of appointment over property in favour of another person
- f) a transaction entered into by a person who intends by the transaction to diminish, directly or indirectly, the value of the person's own property and to increase the value of the property of another person.

gift means a disposition of property made otherwise than by will (whether or not by instrument in writing) without consideration, or with inadequate consideration, in money or money's worth passing from the person to whom the disposition was made to the person who made the disposition, but does not include a financial or other contribution to travel.

interest means:

- a) in relation to property, an estate, interest, right or power, at law or in equity, in or over the property, or
- b) in relation to a corporation, a relevant interest (within the meaning of section 9 of the Corporations Act 2001 of the Commonwealth) in securities issued or made available by the corporation.

listed company means a company that is listed within the meaning of section 9 of the Corporations Act 2001 of the Commonwealth.

occupation includes trade, profession and vocation.

professional or business association means an incorporated or unincorporated body or organisation having as one of its objects or activities the promotion of the economic interests of its members in any occupation.

property includes money.

return date means:

- a) in the case of a return made under clause 4.21(a), the date on which a person became a councillor or designated person
- b) in the case of a return made under clause 4.21(b), 30 June of the year in which the return is made
- c) in the case of a return made under clause 4.21(c), the date on which the councillor or designated person became aware of the interest to be disclosed.

relative includes any of the following:

- a) a person's spouse or de facto partner
- b) a person's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child



- c) a person's spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- d) the spouse or de facto partner of a person referred to in paragraphs (b) and (c).

travel includes accommodation incidental to a journey.

Matters relating to the interests that must be included in returns

- 2. Interests etc. outside New South Wales: A reference in this schedule or in schedule 2 to a disclosure concerning a corporation or other thing includes any reference to a disclosure concerning a corporation registered, or other thing arising or received, outside New South Wales.
- 3. References to interests in real property: A reference in this schedule or in schedule 2 to real property in which a councillor or designated person has an interest includes a reference to any real property situated in Australia in which the councillor or designated person has an interest.
- 4. Gifts, loans etc. from related corporations: For the purposes of this schedule and schedule 2, gifts or contributions to travel given, loans made, or goods or services supplied, to a councillor or designated person by two or more corporations that are related to each other for the purposes of section 50 of the Corporations Act 2001 of the Commonwealth are all given, made or supplied by a single corporation.

Part 2: Pecuniary interests to be disclosed in returns

Real property

- 5. A person making a return under clause 4.21 of this code must disclose:
 - a) the street address of each parcel of real property in which they had an interest on the return date, and
 - b) the street address of each parcel of real property in which they had an interest in the period since 30 June of the previous financial year, and
 - c) the nature of the interest.
- 6. An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
 - a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
 - b) as a trustee, if the interest was acquired in the ordinary course of an occupation not related to their duties as the holder of a position required to make a return.
- 7. An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a councillor or designated person.
- 8. For the purposes of clause 5 of this schedule, "interest" includes an option to purchase.

Gifts

- 9. A person making a return under clause 4.21 of this code must disclose:
 - a) a description of each gift received in the period since 30 June of the previous financial year, and



- b) the name and address of the donor of each of the gifts.
- 10. A gift need not be included in a return if:
 - a) it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
 - b) it was a political donation disclosed, or required to be disclosed, under Part 3 of the Electoral Funding Act 2018, or
 - c) the donor was a relative of the donee, or
 - d) subject to paragraph (a), it was received prior to the person becoming a councillor or designated person.
- 11. For the purposes of clause 10 of this schedule, the amount of a gift other than money is an amount equal to the value of the property given.

Contributions to travel

- 12. A person making a return under clause 4.21 of this code must disclose:
 - a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person in the period since 30 June of the previous financial year, and
 - b) the dates on which the travel was undertaken, and
 - c) the names of the states and territories, and of the overseas countries, in which the travel was undertaken.
- 13. A financial or other contribution to any travel need not be disclosed under this clause if it:
 - a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or council vehicles), or
 - b) was made by a relative of the traveller, or
 - c) was made in the ordinary course of an occupation of the traveller that is not related to their functions as the holder of a position requiring the making of a return, or
 - d) did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12-month period or less, or
 - e) was a political donation disclosed, or required to be disclosed, under Part 3 of the Electoral Funding Act 2018, or
 - f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales, or to enable the traveller to represent the party within Australia, or
 - g) subject to paragraph (d) it was received prior to the person becoming a councillor or designated person.
- 14. For the purposes of clause 13 of this schedule, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.

Interests and positions in corporations

- 15. A person making a return under clause 4.21 of this code must disclose:
 - a) the name and address of each corporation in which they had an interest or held a position (whether remunerated or not) on the return date, and
 - b) the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and



- c) the nature of the interest, or the position held, in each of the corporations, and
 - d) a description of the principal objects (if any) of each of the corporations, except in the case of a listed company.
16. An interest in, or a position held in, a corporation need not be disclosed if the corporation is:
- a) formed for the purpose of providing recreation or amusement, or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
 - b) required to apply its profits or other income in promoting its objects, and
 - c) prohibited from paying any dividend to its members.
17. An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.
18. An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a councillor or designated person.

Interests as a property developer or a close associate of a property developer

19. A person making a return under clause 4.21 of this code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.
20. For the purposes of clause 19 of this schedule:

close associate, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the Electoral Funding Act 2018.

property developer has the same meaning as it has in Division 7 of Part 3 of the Electoral Funding Act 2018.

Positions in trade unions and professional or business associations

21. A person making a return under clause 4.21 of the code must disclose:
- a) the name of each trade union, and of each professional or business association, in which they held any position (whether remunerated or not) on the return date, and
 - b) the name of each trade union, and of each professional or business association, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
 - c) a description of the position held in each of the unions and associations.
22. A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a councillor or designated person.

Dispositions of real property

23. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they



- wholly or partly retained the use and benefit of the property or the right to re-acquire the property.
24. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.
 25. A disposition of real property need not be disclosed if it was made prior to a person becoming a councillor or designated person.

Sources of income

26. A person making a return under clause 4.21 of this code must disclose:
 - a) each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on the following 30 June, and
 - b) each source of income received by the person in the period since 30 June of the previous financial year.
27. A reference in clause 26 of this schedule to each source of income received, or reasonably expected to be received, by a person is a reference to:
 - a) in relation to income from an occupation of the person:
 - i) a description of the occupation, and
 - ii) if the person is employed or the holder of an office, the name and address of their employer, or a description of the office, and
 - iii) if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
 - b) in relation to income from a trust, the name and address of the settlor and the trustee, or
 - c) in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which, the income was, or is reasonably expected to be, received.
28. The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.
29. The source of any income received by the person that they ceased to receive prior to becoming a councillor or designated person need not be disclosed.
30. A fee paid to a councillor or to the mayor or deputy mayor under sections 248 or 249 of the LGA need not be disclosed.

Debts

31. A person making a return under clause 4.21 of this code must disclose the name and address of each person to whom the person was liable to pay any debt:
 - a) on the return date, and



- b) at any time in the period since 30 June of the previous financial year.
- 32. A liability to pay a debt must be disclosed by a person in a return made under clause 4.21 whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time in the period since 30 June of the previous financial year, as the case may be.
- 33. A liability to pay a debt need not be disclosed by a person in a return if:
 - a) the amount to be paid did not exceed \$500 on the return date or in the period since 30 June of the previous financial year, as the case may be, unless:
 - i) the debt was one of two or more debts that the person was liable to pay to one person on the return date, or at any time in the period since 30 June of the previous financial year, as the case may be, and
 - ii) the amounts to be paid exceeded, in the aggregate, \$500, or
 - b) the person was liable to pay the debt to a relative, or
 - c) in the case of a debt arising from a loan of money the person was liable to pay the debt to an authorised deposit-taking institution or other person whose ordinary business includes the lending of money, and the loan was made in the ordinary course of business of the lender, or
 - d) in the case of a debt arising from the supply of goods or services:
 - i) the goods or services were supplied in the period of 12 months immediately preceding the return date, or were supplied in the period since 30 June of the previous financial year, as the case may be, or
 - ii) the goods or services were supplied in the ordinary course of any occupation of the person that is not related to their duties as the holder of a position required to make a return, or
 - e) subject to paragraph (a), the debt was discharged prior to the person becoming a councillor or designated person.

Discretionary disclosures

- 34. A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.

SCHEDULE 2: FORM OF WRITTEN RETURN OF INTERESTS SUBMITTED UNDER CLAUSE 4.21

‘Disclosures by councillors and designated persons’ return

- 1. The pecuniary interests and other matters to be disclosed in this return are prescribed by Schedule 1 of the Code of Conduct.
- 2. If this is the first return you have been required to lodge with the general manager after becoming a councillor or designated person, do not complete Parts C, D and I of the return. All other parts of the return should be completed with appropriate information based on your circumstances at the return date, that is, the date on which you became a councillor or designated person.



3. If you have previously lodged a return with the general manager and you are completing this return for the purposes of disclosing a new interest that was not disclosed in the last return you lodged with the general manager, you must complete all parts of the return with appropriate information for the period from 30 June of the previous financial year or the date on which you became a councillor or designated person, (whichever is the later date), to the return date which is the date you became aware of the new interest to be disclosed in your updated return.
4. If you have previously lodged a return with the general manager and are submitting a new return for the new financial year, you must complete all parts of the return with appropriate information for the 12-month period commencing on 30 June of the previous year to 30 June this year.
5. This form must be completed using block letters or typed.
6. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.
7. If there are no pecuniary interests or other matters of the kind required to be disclosed under a heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.

Important information

This information is being collected for the purpose of complying with clause 4.21 of the Code of Conduct.

You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular (see clause 4.23 of the Code of Conduct). Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the council, the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

The information collected on this form will be kept by the general manager in a register of returns. The general manager is required to table all returns at a council meeting.

Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2009 and any guidelines issued by the Information Commissioner.

You have an obligation to keep the information contained in this return up to date. If you become aware of a new interest that must be disclosed in this return, or an interest that you have previously failed to disclose, you must submit an updated return within three months of becoming aware of the previously undisclosed interest.

Disclosure of pecuniary interests and other matters by [full name of councillor or designated person]

as at [return date]

in respect of the period from [date] to [date]



[councillor's or designated person's signature]
[date]

A. Real Property

Street address of each parcel of real property in which I had an interest at Nature of interest
the return date/at any time since 30 June

B. Sources of income

1 Sources of income I reasonably expect to receive from an occupation in the period commencing
on the first day after the return date and ending on the following 30 June

Sources of income I received from an occupation at any time since 30 June

Description of occupation	Name and address of employer or description of office held (if partnership applicable)	Name under which conducted (if applicable)

2 Sources of income I reasonably expect to receive from a trust in the period commencing on the
first day after the return date and ending on the following 30 June

Sources of income I received from a trust since 30 June

Name and address of settlor	Name and address of trustee

3 Sources of other income I reasonably expect to receive in the period commencing on the first
day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

[Include description sufficient to identify the person from whom, or the circumstances in which,
that income was received]

C. Gifts

Description of each gift I received at any time since 30 June Name and address of donor
June



D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken

E. Interests and positions in corporations

Name and address of each corporation in which I had an interest (if any) or held a position at the return date/at any time since 30 June	Nature of interest position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)

G. Positions in trade unions and professional or business associations

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June	Description of position

H. Debts

Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June

I. Dispositions of property

1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time



2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

J. Discretionary disclosures

SCHEDULE 3: FORM OF SPECIAL DISCLOSURE OF PECUNIARY INTEREST SUBMITTED UNDER CLAUSE 4.37

1. This form must be completed using block letters or typed.
2. If there is insufficient space for all the information you are required to disclose, you must attached an appendix which is to be properly identified and signed by you.

Important information

This information is being collected for the purpose of making a special disclosure of pecuniary interests under clause 4.36(c) of the Code of Conduct.

The special disclosure must relate only to a pecuniary interest that a councillor has in the councillor's principal place of residence, or an interest another person (whose interests are relevant under clause 4.3 of the Code of Conduct) has in that person's principal place of residence.

Clause 4.3 of the Code of Conduct states that you will have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative or because your business partner or employer has a pecuniary interest. You will also have a pecuniary interest in a matter because you, your nominee, your business partner or your employer is a member of a company or other body that has a pecuniary interest in the matter.

"Relative" is defined by clause 4.4 of the Code of Conduct as meaning your, your spouse's or your de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child and the spouse or de facto partner of any of those persons.

You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting at which the special disclosure is being made. The completed form must be tabled at the meeting. Everyone is entitled to inspect it. The special disclosure must be recorded in the minutes of the meeting.



Special disclosure of pecuniary interests by [full name of councillor]

in the matter of [insert name of environmental planning instrument]

which is to be considered at a meeting of the [name of council or council committee (as the case requires)]

to be held on the day of 20 .

Pecuniary interest	
Address of the affected principal place of residence of the councillor or an associated person, company or body (the identified land)	
Relationship of identified land to the councillor [Tick or cross one box.]	<input type="checkbox"/> The councillor has an interest in the land (e.g. is the owner or has another interest arising out of a mortgage, lease, trust, option or contract, or otherwise). <input type="checkbox"/> An associated person of the councillor has an interest in the land. <input type="checkbox"/> An associated company or body of the councillor has an interest in the land.
Matter giving rise to pecuniary interest ¹	
Nature of the land that is subject to a change in zone/planning control by the proposed LEP (the subject land) ² [Tick or cross one box]	<input type="checkbox"/> The identified land. <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control [Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]	

¹ Clause 4.1 of the Code of Conduct provides that a pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter, or if the interest is of a kind specified in clause 4.6 of the Code of Conduct.

² A pecuniary interest may arise by way of a change of permissible use of land adjoining, adjacent to or in proximity to land in which a councillor or a person, company or body referred to in clause 4.3 of the Code of Conduct has a proprietary interest.



Proposed change of zone/planning control <i>[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]</i>	
Effect of proposed change of zone/planning control on councillor or associated person <i>[Insert one of the following: "Appreciable financial gain" or "Appreciable financial loss"]</i>	

16.20 REGIONAL CAPITALS AUSTRALIA – INVITATION TO JOIN

Author: Chief Executive Officer

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments:

1. Regional Capitals Australia Membership Request [↓](#) 
2. Regional Capitals Australia Annual Statement 2023 [↓](#) 
3. Regional Capitals Australia 2024-25 Pre Budget Submission [↓](#) 

Link to Community Strategic Plan:	26. Our Civic Leadership CL2 Encourage and facilitate open and respectful communication between the community, the private sector, Council, and other government agencies.
Cost to Council:	\$11,000 per annum including GST paid from the General Fund
Use of Reserve Funds:	Nil

RECOMMENDATION

That

1. The report from the Chief Executive Officer on the Regional Capitals Australia – Invitation to Join be noted.
2. Goulburn Mulwaree Council accepts the invitation from Regional Capitals Australia to join its membership effective 1 July 2024.

BACKGROUND

At its meeting held on the 16 March 2021 Goulburn Mulwaree Council became a member of Regional Cities NSW.

Following the success of Council's membership and contribution to Regional Cities NSW an invitation has been extended to Goulburn Mulwaree Council to become a member of Regional Capitals Australia.

REPORT

Goulburn Mulwaree has been invited to become a member of the Regional Capitals Australia at a cost of \$11,000 per annum.

A copy of the membership request letter is attached for Councillors information. Also attached is the Regional Capitals Australia Annual Statement 2023 & 2024/25 Pre Budget Submission.

Regional Capitals Australia is a pre-eminent regional federal advocacy organisation with a 13-year history of putting the needs of regional cities on the national policy and funding agenda.

Regional Capitals Australia is an alliance of 18 local government associations across the nation, representing Australia's regional capital cities. Regional capital cities, such as Goulburn perform a key role within the region, providing a central point to access essential infrastructure, services, business, employment and education. These services and infrastructure are accessed by local residents as well as those in surrounding towns and rural areas.

The importance of regional capital cities to the nation cannot be overstated. Australian regional capital cities are home to almost four million people and service the needs of another four million Australians who live in surrounding areas. Jointly the Regional Capitals Australia cities generate \$225 billion per annum, or more than 16 percent of national economic activity.

In a recent submission made by Regional Capitals Australia to the Federal Government the group sought to priorities investment opportunities across key areas required to build connected, liveable and productive regional capital cities.

Regional Capitals Australia is an alliance with Regional Cities NSW which Council are current members. Regional Cities NSW represents a united voice of regional cities that advocate to the State Government on policy and investment issues such as population growth, regional infrastructure and investment.

RCNSW will be comprised of the Mayors and General Managers of up to 16 large cities in regional NSW which share similar opportunities and challenges for growth and investment.

The opportunity to become a member of Regional Capitals Australia is a great opportunity for Goulburn Mulwaree to be in an alliance with likeminded Councils to discuss regional matters at a national level and have another direct line to the Federal Government in regard to policy development and regional advocacy.

The current member councils in Regional Capitals Australia are:

- Albury City Council
- Armidale Regional Council
- Ballarat City Council
- Broken Hill City Council
- City of Bunbury
- City Of Busselton
- City Of Greater Geraldton
- City Of Kalgoorlie-Boulder
- City of Karratha
- City of Wagga Wagga
- Fraser Coast Regional Council
- Greater Geelong City Council
- Griffith City Council
- Latrobe City Council
- Shire of Broome
- Tamworth Regional Council
- Town of Port Hedland
- Dubbo Regional Council

The Mayor of Albury currently Chairs the group.

At its meeting held on the 20 May 2024 the Advocacy Working Party noted the Regional Capitals Australia – Invitation to Join and gave in principal support of Goulburn Mulwaree becoming a member.

This report is recommending Goulburn Mulwaree Council accepts the invitation from Regional Capitals Australia to join its membership effective 1 July 2024.



17 May 2024

Cr Peter Walker and Mr Aaron Johansson
Locked Bag 22
Goulburn NSW 2580

Via: peter.walker@goulburn.nsw.gov.au, aaron.johansson@goulburn.nsw.gov.au,
Amy.Croker@goulburn.nsw.gov.au

Dear Cr Peter Walker and Mr Aaron Johansson,

Re: Regional Capitals Australia – Membership Invitation

On behalf of the Regional Capitals Australia Board, I am writing to invite you to become a member of Regional Capitals Australia (RCA) for the 2024-25 financial year.

RCA is a pre-eminent regional federal advocacy organisation with a 13-year history of putting the needs of regional cities on the national policy and funding agenda.

In the halls of Federal Parliament, the term 'regional capital' has become synonymous with regional cities that are not only highly *liveable* and *productive* but are also experiencing a new wave of growth. Being a regional capital means being recognised as playing a key part in the Nation's population shift to regionalism.

Regional capitals are also seen as integral to *regional development*, our members are seen as the backbone of strong regions by providing *access to services and infrastructure* not only to residents but also to smaller towns and rural areas surrounding the city. Strong regional capitals mean strong regions.

RCA has worked hard to build this knowledge about and reputation for our members. We have also been working to be a trusted advisor to the Australian Parliament, Federal Departments and influential peak bodies.

We know the formula to our success has been to focus our advocacy on three key areas:

- Gaining a **seat at the Federal advisory table**;
- Gaining a **place for regional capitals in policy**; and
- Securing **funding streams to support the growth ambitions** of our member cities.

RCA has been successful in all three of these areas over the course of our 13-year history and have stepped out the successes over the past 12 months and ambitions for the coming 12 months for your information below.

By joining RCA you will have the opportunity to contribute to this agenda through:

- A **seat at the board table** to decide our priorities;

Regional Capitals Australia

PO Box 320, Wagga Wagga, NSW 2650

M: 0422 067 858 – E: secretariat@regionalcapitalsaustralia.org



- Joining us on **Federal delegations to meet with Ministers** and Members of Parliament to advocate for investment;
- **Contributing to policy** development through surveys, workshops and case studies; and
- Featuring your issues in **local, state and national media stories**.

As an RCA member your community's voice will rise above the competing noise on regional issues in an often distracted and metropolitan focused Canberra.

Your Council's priorities will also gain a seat at the table as we continue to influence policy and funding opportunities for our member cities through our engagement with Federal leaders.

The 2023-24 Successes:

Area	Action
Seat at the table	<ul style="list-style-type: none"> • Departmental National Urban Policy Consultative Forum; • Departmental Regional and Remote Housing Roundtable; • Ministerial Regional Roundtable; and • Federal Peak Body Alliance for Regionalisation.
A place in policy	<ul style="list-style-type: none"> • National Housing Strategy.
Funding streams	<ul style="list-style-type: none"> • Growing Regions Fund; • Regional Precincts and Partnerships Fund; • Housing Support Program; • Telecommunications Funding; and • Regional Arts and Culture Fund.

In 2024-2025 RCA will be focusing our attention on securing the following:

Area	Action
Seat at the table	<ul style="list-style-type: none"> • Continuing our role in above forums.
A place in policy	<ul style="list-style-type: none"> • National Urban Policy; • Aviation White Paper; and • Review of Regional Migration. <p><i>In addition to the policy areas above.</i></p>
Funding streams	<ul style="list-style-type: none"> • Regional Airports Fund; and • Designation Area Migration Agreements. <p><i>In addition to the funding programs above.</i></p>

The annual membership fee for RCA is \$11,000 (with GST).

Regional Capitals Australia

PO Box 320, Wagga Wagga, NSW 2650

M: 0422 067 858 – E: secretariat@regionalcapitalsaustralia.org



If you would like to discuss this opportunity with one of our Board, our Secretariat have attached their details to this letter below.

RCA Board contact details are:

Position	Name	Email	Contact Number	Office Contact Number
RCA Chair	Cr Kylie King – Mayor, Albury City Council	[REDACTED]	[REDACTED]	[REDACTED]
RCA Deputy Chair	Mayor Peter Carter – Mayor, Town of Port Hedland Council	[REDACTED]	[REDACTED]	[REDACTED]
RCA Treasurer	Mr Frank Zaknich – CEO, Albury City Council	[REDACTED]	[REDACTED]	[REDACTED]
RCA Secretary	Cr Mathew Dickerson – Mayor, Dubbo Regional Council	[REDACTED]	[REDACTED]	[REDACTED]
WA Representative	Mayor Jerry Clune – Mayor, City of Greater Geraldton	[REDACTED]	[REDACTED]	[REDACTED]
QLD Representative	Cr George Seymour – Mayor, Fraser Coast Regional Council	[REDACTED]	[REDACTED]	[REDACTED]
VIC Representative	Cr Trent Sullivan – Mayor, Greater Geelong City Council	[REDACTED]	[REDACTED]	[REDACTED]
NSW Representative	Cr Doug Curran – Mayor, Griffith City Council	[REDACTED]	[REDACTED]	[REDACTED]

Regional Capitals Australia

PO Box 320, Wagga Wagga, NSW 2650

M: 0422 067 858 – E: secretariat@regionalcapitalsaustralia.org



Our policy positions on the above issues are available through our website www.regionalcapitalsaustralia.org or [this link](#).

If you have any questions, please do not hesitate to contact us through our Secretariat, Rachael Sweeney via secretariat@regionalcapitalsaustralia.org or on [REDACTED].

Yours faithfully,

Cr Kylie King
Chair, Regional Capitals Australia
Mayor, Albury City Council

Enclosed:

- RCA 2024-25 Pre Budget Submission; and
- RCA 2023 Annual Statement.

Regional Capitals Australia

PO Box 320, Wagga Wagga, NSW 2650

M: 0422 067 858 – E: secretariat@regionalcapitalsaustralia.org



ANNUAL STATEMENT // 2023





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Cover images: Clockwise from top left: City of Wagga Wagga; Shire of Broome; City of Busselton & Armidale Regional Council



City of Karratha

Message from the Chair

I am pleased to present the Regional Capitals Australia (RCA) 2023 Annual Statement that outlines the work of our alliance to deliver a stronger future for regional capitals across Australia.

Regional Australia continues to thrive in the post-Covid era with city to regional migration rates still up by over 16 per cent on average, compared to 2018/19.¹

However, shortages of suitable housing, connectivity infrastructure and skilled and non-skilled labour continue to be a roadblock to growing regional economies and RCA is championing the case for appropriate support so the population boom is backed up by the right investment for sustainable growth.

This year, the RCA Board have taken our advocacy efforts to the nation's capital on a number of occasions as the Albanese Government shapes a broad range of policy and programs for future years.

In particular, we have worked hard to ensure that regional grant programs are fit for purpose and I'm pleased to see so many of our recommendations to government reflected in the final program guidelines.

We have also worked hard to highlight the critical role played by regional airports and press the case for funding of these important national assets as well as making sure that regions get their fair share of support to address the housing crisis.

In closing, I would like to express my sincere appreciation to all of our member councils for their continued support, advocacy and commitment to the common goals and growth of regional capitals.

It has been a privilege to serve regional Australia during my tenure as Chair, and I look forward to supporting RCA to ensure a viable and secure future for the next generation.

Chair
Cr Kylie King



“Regional Australia continues to thrive in the post-Covid era with city to regional migration rates still up by over 16 per cent on average, compared to 2018/19.”

¹https://www.regionalaustralia.org.au/common/Uploaded%20files/Files/Regional%20Movers%20Index/July%202023/July_2023_RMI_Report.pdf



THE YEAR IN REVIEW

Key Activities and Achievements

This year saw a particularly busy advocacy program as the Albanese Government undertook consultation on regional grant program guidelines and aviation.

In addition, shortage of suitable housing, labour and challenges in delivering infrastructure in an inflated market continued to be a challenge and RCA pressed the case for additional investment in these key areas.

The following areas were a key focus of RCA's advocacy:

Regional Initiatives

- **Regional Grant Programs:** The Federal Government has opened applications for two new regional funding programs totalling \$1 billion - the Growing Regions Program and the Regional Precincts and Partnerships Program;
- **Regional Investment Framework:** New investment framework that establishes a regional development forum for Australian Government agencies to better inform government decisions.
- **Roads:** The extension of the Local Roads and Community Infrastructure Program (totalling \$500m for Phase 4);
- **Regional Arts:** The Federal Government's new arts and cultural policy provides \$8.5 million in increased support for regional arts and culture, through a boost to the Regional Arts Fund and continuation of the Festivals Australia Program;
- **Regional Housing:** \$10 billion Housing Australia Future Fund including a new housing enabling fund for local government to support the development of new housing across Australia. A regional stream will be included in this fund;
- **Migration:** Allocating around 70 per cent of the places in the 2023-24 permanent migration program to skilled migrants and providing an extra two years of post-study work rights to Temporary Graduate visa holders with select degrees.



Latrobe City Council

“... shortage of suitable housing, labour and challenges in delivering infrastructure in an inflated market continued to be a challenge and RCA pressed the case for additional investment in these key areas.”



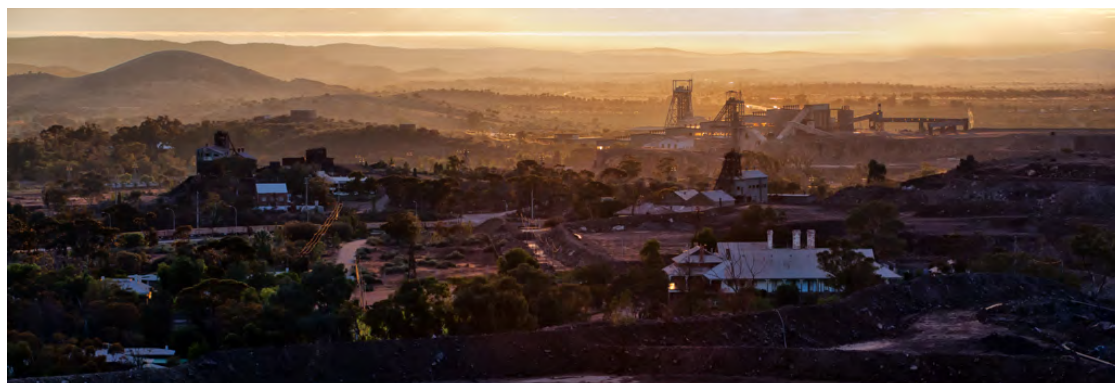
THE YEAR IN REVIEW

Regional Funding Programs

RCA has advocated strongly that growing regional capitals need a reliable funding stream for investments in important community infrastructure, with program guidelines that are fit for purpose, efficient and not overly onerous on applicants.

We were pleased to see many of our recommendations accepted by the Government, across both of the new programs: Growing Regions Fund and the Regional Precincts and Partnerships Program.

RCA Recommendation	Growing Regions Fund	Regional Precincts and Partnerships Program
Funds to be exclusively allocated to regional communities: excluding suburban and metro projects	Yes – capital cities excluded	Yes – capital cities excluded
Review the stated intention to allow State Governments to access federal regional grant programs	State Governments ineligible for funding	State Governments can apply provided they demonstrate a partnership with local government
That the Government commit to annual rounds of funding	Three rounds committed	Rolling fund – no open or close date
Implement a two-step application process to ensure resources aren't wasted filling in grant applications with little chance of success	Yes – EOI and then full application	No
Guidelines should support the development of a broad range of enabling infrastructure	Yes	Yes, with the exception of housing and emergency management
Funding caps should set Federal contribution at between \$10 and \$50 million and reflect an accurate population planning statistic	Yes – \$500,000 – \$15 million	Yes – \$5 million – \$50 million
Council resources should be used to carry out infrastructure delivery as an in-kind contribution	No	Yes – contributions can be cash or in-kind
Support for business case development	No	Stream 1 provides funding for business case development



Broken Hill City Council

THE YEAR IN REVIEW

Regional Airports

RCA led a delegation to Canberra to advocate for additional support for regional airports in the lead-up to the release of the Government's Aviation Green Paper.

Regional airports are hard-working national assets with a big role to play in the life of regional Australia, and our nation's broader economy and security.

An estimated 200 regional airports are owned and operated by local councils but rising operating, regulation and security costs means that many airports are operating at a loss and a burden on regional ratepayers.

To overcome these financial constraints and to support future growth, RCA is advocating for:

- **Implement a policy recognising the importance of regional airports** in increasing the connectivity of regional Australia and to consider future planning and funding of regional airports;
- **Provide recurrent funding for the Regional Airport Fund** to ensure that regional airports can be upgraded and maintained and that federally mandated security arrangements can be catered for in future years;
- **Upgrade the guidelines for the Regional Airport Fund** to allow for landside developments to be considered; and
- **Review the efficacy of Western Australia's Strategic Airport Asset and Financial Management Framework** (as recommended by the Productivity Commission) to assess the efficacy of the Framework and determine its suitability for application across all jurisdictions.

RCA was pleased to see the challenges facing regional airports acknowledged in the Aviation Green Paper and will be making a further submission for consideration in the forthcoming Aviation White Paper.

“Regional airports are hard-working national assets with a big role to play in the life of regional Australia, and our nation's broader economy and security.”

Renewable Energy

Australia's rapid escalation into renewable energy means that regional communities are now facing unfamiliar territory on the frontline of Australia's renewable energy transition.

RCA developed the Renewables Installation Consultation Paper and has advocated for greater regulatory oversight to ensure communities aren't adversely impacted by renewable energy installations.

RCA has called on the Federal Government to introduce new safeguards to ensure regional communities are appropriately consulted and protected, with a nationally consistent framework that delivers baseline standards for investment and consultation.

RCA is seeking a commitment from the Federal Government to ensure that two key commitments are met as renewable energy projects are rolled out across regional Australia:

- **Ensure that robust community consultation and best practice engagement** is established as a minimum standard and as a regulatory requirement. This should function as a requirement to any proponents seeking to build renewable projects and transmission lines; and
- **Guarantee a seat at the table for regional stakeholders.** It is of paramount importance that affected stakeholders are given a seat at the decision-making table to ensure social licence is obtained, and that benefits and costs are properly considered.

Housing

RCA has long advocated that a shortage of appropriate, affordable and available housing options has curtailed growth in regional cities. RCA has welcomed the work underway through the Commonwealth Government's National Housing and Homelessness Plan, the Housing Australia \$10 billion Future Fund and the National Accord.

RCA believes that investment is required in the following crucial areas:

- Enabling infrastructure: roads, water and land;
- Managing growth: support for regional planners;
- Maintain and improve existing housing stock; and
- Housing innovation program to recognise and support innovative local projects that can bring housing to market in a timely manner.

RCA was invited to participate in the Regional and Remote Housing Stakeholder Forum, as part of the development of the National Housing and Homelessness Plan.



THE YEAR IN REVIEW

Reports and Submissions

RCA continued to inform and shape government policy and decision-making by representing its members' views in important policy areas.

RCA developed the following documents which can be viewed on our website <http://regionalcapitalsaustralia.org>:

- RCA Renewables Installation Consultation Paper;
- Regional Airports Policy and Case Studies;
- Housing Policy Paper; and
- Pre-Budget Submission 2024-25.

Strategic Relationships

RCA collaborates closely with government, partners and key advocacy bodies to advance the cause of regional capitals and regional Australia more broadly.

- **Regional Australia Institute (RAI):** RCA continues to work closely with the RAI to highlight the potential of regional capitals and address the issues hampering regional growth. RCA was pleased to take a key role in the RAI's Regions Rising National Summit 2023, participating in a panel of keynote speakers discussing progress on the Regionalisation Ambition 2032.
- **National Alliance for Regionalisation:** RCA was one of the founding members of this new national alliance, to progress key targets in the Regionalisation Ambition 2023. The Alliance is the first of its kind for regional Australia, with more than 30 CEO's working together to provide national leadership.

Members include:

Regional Australia Institute;
 Australian Industry Group;
 Australian Local Government Association;
 Regional Arts Australia;
 Master Builders Australia;
 Insurance Council of Australia;
 Business Council of Australia;
 Small Business Organisations of Australia;
 National Farmers Federation;
 Planning Institute of Australia;
 National Rural Health Alliance;
 Royal Flying Doctors Service;
 Regional Universities Network;
 Australian Regional Tourism;
 Australian Rural Leadership Foundation;
 Engineers Australia;
 Minerals Council of Australia;

Australian Medical Association;
 Migration Institute of Australia;
 National Catholic Education Commission;
 Rural Councils Victoria;
 Real Estate Institute of Australia;
 Royal Far West;
 National Rural Women's Coalition;
 Welcoming Australia;
 Independent Tertiary Education Council Australia;
 Independent Schools Australia;
 Regional Aviation Association of Australia;
 Australian Communications Consumer Action Network;
 Australian Research Alliance for Children and Youth;
 Country Education Partnership;
 Australian Housing and Urban Research Institute; and the
 Rural Doctors Association of Australia.



Regional Airports Policy and Case Studies



Stakeholder Engagement

RCA is pleased to represent our members' interests at a number of important national forums including:

- **Ministerial Regional Roundtable:** To discuss the strategic challenges facing regional Australia, and provide feedback on key government initiatives in the regional development portfolio.
- **Australian Government Urban Policy Consultation Network:** To provide advice and feedback to the Department of Infrastructure, Transport, Regional Development, Communications and the Arts on urban policy issues including the development of a new National Urban Policy which will shape the direction of Australia's cities.
- **Regional and Remote Housing Stakeholder Forum:** The Australian Government invited RCA to participate in this forum as part of the development of the National Housing and Homelessness Plan, a 10 year strategy outlining a shared vision for housing policy in Australia.
- **Regions Rising National Summit 2023:** RCA Chair Kylie King was a keynote speaker in the opening panel session of the Regions Rising National Summit 2023 in Canberra.
- **SEGRA:** Cr Mathew Dickerson represented RCA at the SEGRA (Sustainable Economic Growth for Regional Australia) Summit in Toowoomba, participating in the opening panel session and also presenting a speech on "Investment and Planning for Regional Cities".



RCA Chair Cr Kylie King presenting at the Regions Rising National Summit 2023



RCA Chair Cr Kylie King at the first meeting of the National Alliance for Regionalisation



Cr Kylie King at the launch of the National Alliance for Regionalisation in Canberra



Cr Mathew Dickerson representing RCA at the SEGRA (Sustainable Economic Growth for Regional Australia) Summit in Toowoomba

THE YEAR IN REVIEW

RCA continued to advocate for members' interests, meeting with a long list of Ministers, Senators and government representatives. These include:

Government

- Hon Catherine King MP Minister for Infrastructure, Transport, Regional Development and Local Government;
- Hon Kristy McBain MP Minister for Regional Development, Local Government and Territories;
- Hon Andrew Giles MP Minister for Immigration, Citizenship and Multicultural Affairs;
- Senator the Hon Carol Brown Assistant Minister for Infrastructure and Transport;
- Senator the Hon Jenny McAllister Assistant Minister for Climate Change and Energy;
- Senator Anthony Chisholm Assistant Minister for Regional Development;
- Office of the Hon Michelle Rowland MP Minister for Communications; and
- Office of the Hon Julie Collins MP Minister for Homes, Homelessness and Small Business.

Opposition

- Hon Darren Chester MP Shadow Minister for Regional Development, Local Government and Territories and Regional Education; and
- Hon Michael McCormack MP Shadow Minister for International Development and the Pacific.

Department

- Department of Climate Change, Energy, the Environment and Water; and
- Department of Infrastructure, Transport, Regional Development, Communications and the Arts.



Mr Brett Stonestreet General Manager Griffith City Council, Cr Doug Curran Mayor of Griffith City Council, Hon Michael McCormack MP Shadow Minister for International Development and the Pacific, Mr Frank Zaknich Chief Executive Officer Albury City Council, Cr Kylie King Mayor Albury City Council, Cr Russell Webb Mayor Tamworth Regional Council



Cr Kylie King ahead of a busy day of advocacy in Canberra



THE YEAR IN REVIEW



Cr George Seymour Mayor Fraser Coast Regional Council, Cr Mathew Dickerson Mayor Dubbo Regional Council, Minister for Infrastructure, Transport and Regional Development the Hon Catherine King MP, Cr Kylie King Mayor Albury City Council, Cr Kellie O'Callaghan Mayor Latrobe City Council



Tim Ellis, General Manager, Latrobe City Council, Cr Kellie O'Callaghan Mayor Latrobe City Council, Senator the Hon Jenny McAllister Assistant Minister for Climate Change and Energy, Cr Kylie King Mayor of Albury City Council, Cr Mathew Dickerson Mayor of Dubbo Regional Council and Cr George Seymour Mayor of Fraser Coast Regional Council



Cr Kellie O'Callaghan Mayor Latrobe City Council, Hon Darren Chester MP Shadow Minister for Regional Development, Local Government and Territories and Regional Education, Cr Kylie King Mayor Albury City Council and Cr George Seymour Mayor Fraser Coast Regional Council



RCA meets with the Hon Kristy McBain MP, Minister for Regional Development, Local Government and Territories and Hon Andrew Giles MP Minister for Immigration, Citizenship and Multicultural Affairs.





THE YEAR IN REVIEW

Media and Communications

RCA uses a wide range of platforms including a website, social media, stakeholder alerts and media releases to communicate our message.



Regional Capitals Australia website

This year, RCA has also developed a new newsletter to keep our stakeholders informed about the policy issues impacting regional capitals.

We have continued to engage in the national debate, driving a conversation through the media about regional capital cities and the role they play in the Australian economy.

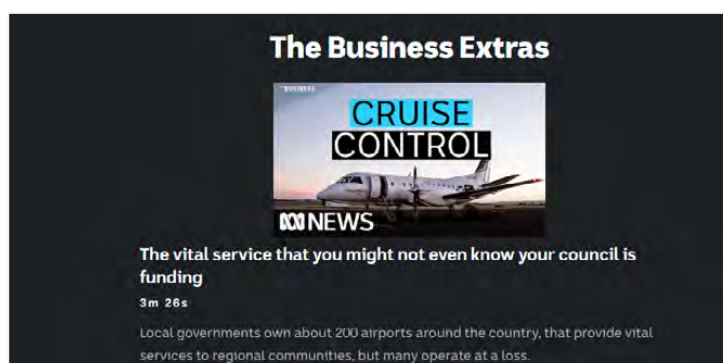
We have engaged in the policy debate at the local and national level, participated in keynote speaking roles at conferences and provided commentary in the lead up to and post the federal budget. RCA continues to be trusted as a voice of reason on regional issues.

RCA has appeared on a range of different media outlets including:

- ABC Radio (various local and national channels)
- ABC TV
- 2SM Radio
- Canberra Times
- Daily Telegraph
- The Courier Mail
- Triple M Victoria
- Warrnambool Standard
- Farm Online
- Border Mail
- Ballarat Courier
- 4CCC Cairns



Regional Capitals Australia Newsletter



Terzon, E. Cruise Control. ABC [The Business TV and online](#). 18 September 2023

THE YEAR IN REVIEW



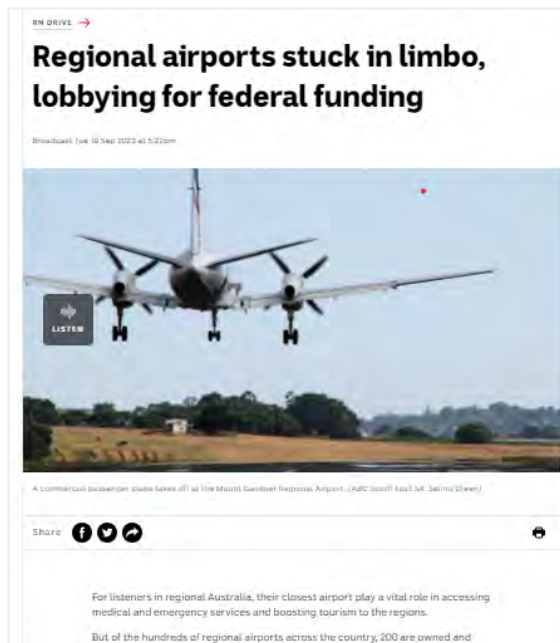
Quirk, C. *Regional Capitals Australia wants new safeguards to protect regional communities.*
[The Standard](#). 12 July 2023



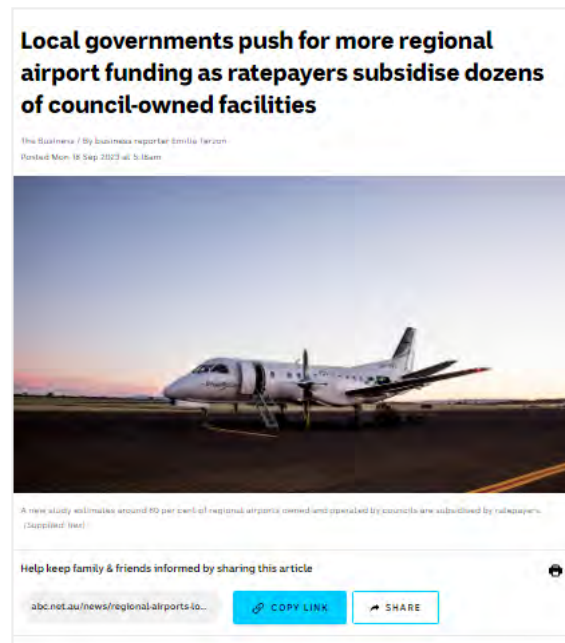
Greater Geelong City Council



THE YEAR IN REVIEW



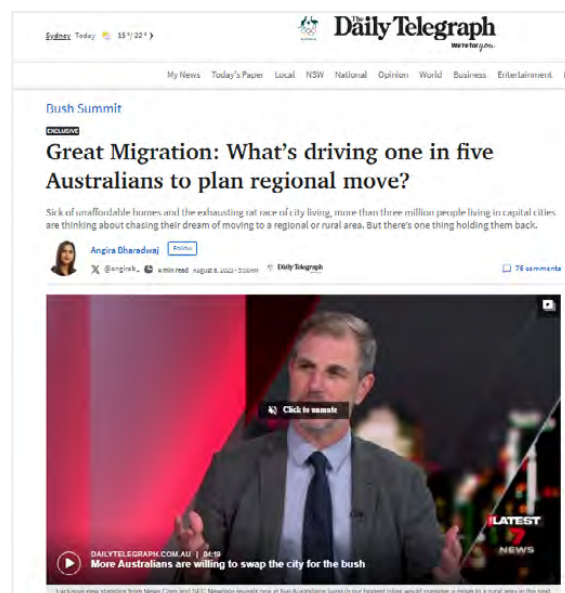
Price, K (Producer). Regional airports stuck in limbo, lobbying for federal funding. [ABC RN Drive](#). 19 September 2023



Terzon, E. Local governments push for more regional airports funding as ratepayers subsidise dozens of council-owned facilities. [ABC The Business TV and online](#). 18 September 2023



O'Shea, B (Presenter). Why regional airports matter. [ABC Radio Melbourne](#). 20 September 2023



Bharadwaj, A. Great Migration: What's driving one in five Australians to plan regional move? [The Daily Telegraph](#). 8 August 2023.





WHO WE ARE

Who we are

Regional Capitals Australia (RCA) was formed in 2012 to represent the interests of Australia's regional capital cities.

Our objective is to ensure these needs are reflected in national policy and funding priorities. Regional capital cities perform a 'capital city' role within their regions, providing a central point of access to essential services, commerce, employment and education. These services are accessed by local residents as well as those in surrounding towns and rural areas.

Regional capital cities also provide a liveable alternative for people and businesses wishing to escape Australia's congested metropolitan cities. Every year regional capital cities generate \$225 billion, or more than 16 per cent of national economic activity. All RCA members have a growth agenda and stand ready to ensure a growing Australia means a stronger and more equitable regional Australia.

Through the executive and representatives of each member council, RCA advocates to the Federal Government and agencies on issues that are specific to the regions.

The governance team is made up of a national forum of Mayors and CEOs and is governed by a board of nine councils and led by the Chair and Deputy Chair.

Executive Board Governance

- **Chair:** Cr Kylie King, Mayor Albury City Council;
- **Deputy Chair:** Mayor Jaysen de San Miguel, Mayor City of Bunbury;
- **Secretary:** Mayor Mathew Dickerson, Mayor Dubbo Regional Council; and
- **Treasurer:** Mayor Shane Van Styn, City of Greater Geraldton.

RCA Executive Board

State	Representing Local Government
Victoria	Latrobe City Council
Western Australia	City of Busselton
New South Wales	Griffith City Council
Queensland	Fraser Coast Regional Council
Northern Territory	Alice Springs Town Council



*Cr Kylie King,
Chair*



*Mayor Jaysen de San
Miguel, Deputy Chair*



*Mayor Mathew
Dickerson, Secretary*



*Mayor Shane Van Styn,
Treasurer*

WHO WE ARE

Membership

RCA member councils are at the forefront of setting our policy agenda and shaping our strategy for advocacy to the Federal Government.

Throughout each financial year, members are invited to contribute to a wide range of advocacy opportunities where councils can have their say on behalf of their city and region.

This includes:

- Input into policy submissions;
- Participation at RCA networking events;
- Participation at delegations to Canberra (non-board members can attend one per year);
- Involvement in surveys and evaluation;
- Participation in case studies; and
- Engagement with research partnerships.

Membership is \$10,000 plus GST per financial year.



RCA board meeting in Canberra

The following cities are members of RCA

- | | |
|-------------------------------|----------------------------------|
| • Albury City Council; | • Dubbo Regional Council; |
| • Armidale Regional Council; | • Fraser Coast Regional Council; |
| • Ballarat City Council; | • Greater Geelong City Council; |
| • Broken Hill City Council; | • Griffith City Council; |
| • City of Busselton; | • Latrobe City Council; |
| • City of Greater Geraldton; | • Shire of Broome; |
| • City of Kalgoorlie-Boulder; | • Tamworth Regional Council; |
| • City of Karratha; | • Town of Port Hedland; and |
| • City of Wagga Wagga; | • Warrnambool City Council. |

“Regional cities are the most liveable and desirable destinations in Australia...”

Planning for Regional Growth

Regional cities are the most liveable and desirable destinations in Australia, with people continuing to choose regional living in record numbers.

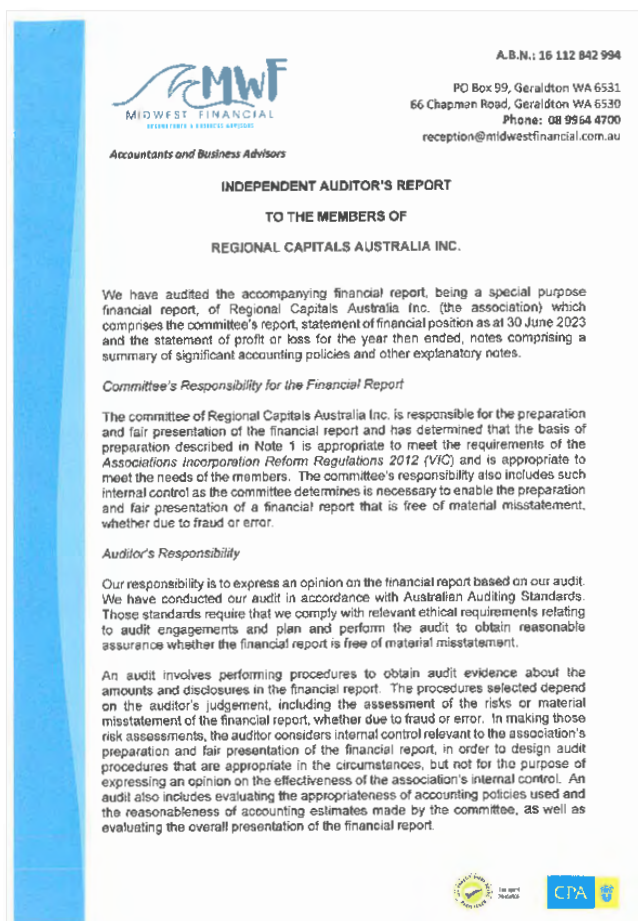
Looking ahead, RCA's policy priorities for 2024 are:

1. Continue to advocate for a national population plan that recognises and plans for the growth of regional capital cities;
2. Continue to participate in consultation for the design of the National Urban Policy to ensure the urban design of regional cities are planned for;
3. Continue to advocate for regional airports in the whitepaper development and the 2024 budget;
4. Continue to advocate for regional housing in the National Housing and Homelessness Policy development;
5. Continue to participate in consultation and advocate for regional migration in the Migration Review and associated design of any new system.



FINANCIAL OVERVIEW

Audit Report 2022/23



We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with applicable independence requirements of Australian professional ethical pronouncements.

Auditor's Opinion

In our opinion, the financial report of Regional Capitals Australia Inc. presents fairly, in all material respects the financial position of Regional Capitals Australia Inc. as of 30 June 2023 and of its financial performance for the year then ended in accordance with Australian Accounting Standards and the requirements of the *Associations Incorporation Reform Regulations 2012 (VIC)*.

Basis of Accounting and Restriction on Distribution

Without modifying our opinion, we draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial report has been prepared to assist Regional Capitals Australia Inc. meet the requirements of the *Associations Incorporation Reform Regulations 2012 (VIC)*. As a result, the financial report may not be suitable for another purpose.

JIM DILLON – CPA 699724
GERALDTON

Dated this 10th day of August 2023



FINANCIAL OVERVIEW

Balance Sheet

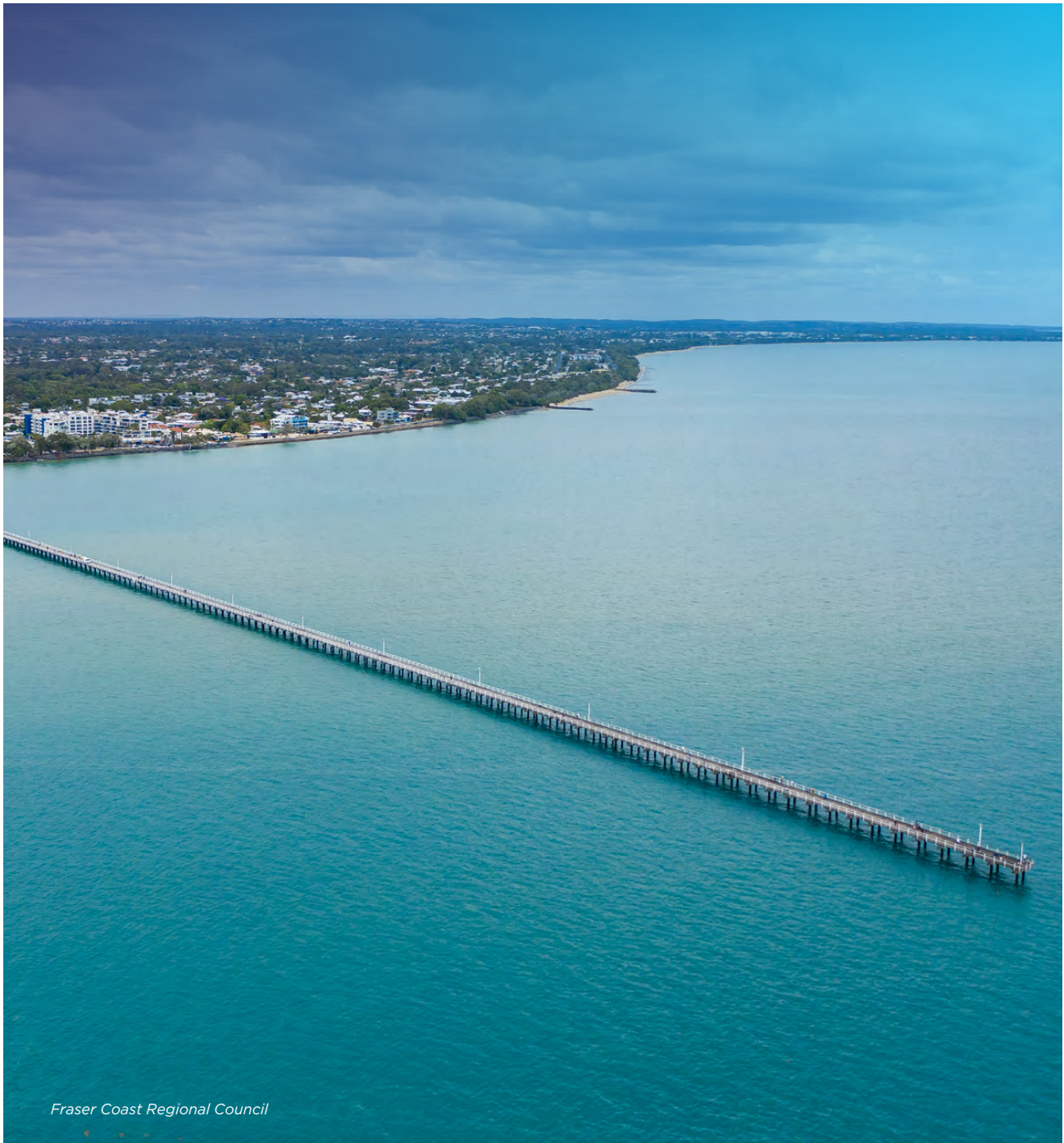
REGIONAL CAPITALS AUSTRALIA INC.			
STATEMENT OF FINANCIAL POSITION			
AS AT 30 JUNE 2023			
	Note	2023 \$	2022 \$
ASSETS			
BANK			
Regional Capitals Australia Inc		9,883	32,124
Regional Capitals Saver		35,408	45,106
TOTAL Bank		45,291	77,231
CURRENT ASSETS			
Accounts Receivable		154	-
Prepayments		-	-
GST		4,130	9,937
TOTAL CURRENT ASSETS		4,284	9,937
TOTAL ASSETS		49,575	87,168
LIABILITIES			
CURRENT LIABILITIES			
Accounts Payable		-	44,598
TOTAL CURRENT LIABILITIES		-	44,598
TOTAL LIABILITIES		-	44,598
NET ASSETS		49,575	42,560
EQUITY			
Current Year Earnings		7,005	(20,978)
Opening Bal Equity		3,310	3,310
Retained Earnings		39,260	60,228
TOTAL EQUITY		49,575	42,560

Liability limited by a scheme approved under Professional Standards Legislation

FINANCIAL OVERVIEW

Profit and Loss

REGIONAL CAPITALS AUSTRALIA INC.			
PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2023			
	Note	2023 \$	2022 \$
INCOME			
Interest income		302	4
Other Revenue		3,151	-
Memberships		190,000	165,750
		<u>193,453</u>	<u>165,754</u>
LESS EXPENDITURE			
Accounting & Bookkeeping Fees		5,900	5,698
Advertising & Social Media		106	-
Audit Fees		1,250	1,250
Bank Fees		195	125
Delegations & Representatives		13,000	29,000
Events		3,594	5,000
Filing Fees		122	-
Freight & Courier		457	-
Meetings		3,771	-
Member communications & media		33,500	46,020
Policy & Research		31,000	30,000
Printing & Stationery		997	-
RCA Meetings Costs		24,888	-
Reports & Publications		-	5,895
Secretarial & Advocacy Services		66,124	58,060
Subscriptions		887	585
Telephone & Internet		-	291
Travel – National		38	-
Website & hosting		619	7,000
		<u>186,448</u>	<u>186,722</u>
NET OPERATING PROFIT (LOSS)		7,005	(20,978)
Liability limited by a scheme approved under Professional Standards Legislation			
3			



Fraser Coast Regional Council

For more information on Regional Capitals Australia, please contact the Secretariat:

Regional Capitals Australia
 PO Box 320, Wagga Wagga NSW 2650
 Rachael Sweeney – Project Manager
 Email: secretariat@regionalcapitalsaustralia.org

www.regionalcapitalsaustralia.org

 [regionalcapsaus](https://twitter.com/regionalcapsaus)  [RegionalCapitalsAustralia](https://www.facebook.com/RegionalCapitalsAustralia)

Regional Capitals Australia (RCA) is compliant with the Copyright Act 1968 (Cwlth) (the Act) as all included works are either owned by RCA and all other original works' authors have been sufficiently acknowledged by providing the title, name of the original author and link to the original work. RCA has provided sufficient acknowledgement of all works included in the Annual Statement. RCA has not reproduced a significant part of any of the included works in the Annual Statement and is compliant with the Copyright Act 1968 (Cwlth).





15 December 2023

The Hon Dr Jim Chalmers MP
Treasurer
Member for Rankin
Parliament House,
Canberra ACT 2601

Via: PreBudgetSubmissions@treasury.gov.au

Dear Treasurer,

RE: Regional Capitals Australia - 2024-25 Pre Budget Submission

Regional Capitals Australia (RCA) is pleased to present this submission for consideration when preparing the 2024-2025 Federal Budget.

RCA is an alliance of 18 local government associations across the nation, representing Australia's regional capital cities. Regional capital cities perform a 'capital city' role within their regions, providing a central point to access essential infrastructure, services, business, employment and education. These services and infrastructure are accessed by local residents as well as those in surrounding towns and rural areas.

The importance of regional capital cities to the nation cannot be overstated. Regional capital cities are home to almost four million people and service the needs of another four million Australians who live in surrounding areas. Jointly the cities generate \$225 billion per annum, or more than 16 percent of national economic activity.

This submission highlights our position on the future of regional capital cities and their importance to regional Australia. We have also included our priorities for investment opportunities across three key areas required to build connected, liveable and productive regional capital cities. RCA believes a consolidated policy approach and comprehensive investment plan will deliver a more equitable and efficient outcome for all Australians.

On behalf of our 18 members, we look forward to contributing to the development of a regional policy strategy and building our partnership in 2024.

If you have any questions in the interim, please do not hesitate to contact our Secretariat Rachael Sweeney on 0422 067 858 or email secretariat@regionalcapitalsaustralia.org (Federal lobby register no: 18169904232).

Yours faithfully,

A handwritten signature in black ink, appearing to read "Kylie King".

Cr Kylie King
Chair, Regional Capitals Australia
Mayor, Albury City Council



PRE BUDGET SUBMISSION // 2024-25





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www.regionalcapitalsaustralia.org

Overview

About Regional Capitals Australia

Regional Capitals Australia (RCA) was formed in 2012 to represent the interests of Australia's regional capital cities. Our objective is to ensure these needs are reflected in national policy and funding priorities.

Regional capital cities perform a 'capital city' role within their regions, providing a central point of access to essential services, commerce, employment and education. These services are accessed by local residents as well as those in surrounding towns and rural areas.

Regional capital cities also provide a liveable alternative for people and businesses wishing to escape Australia's congested metropolitan cities. Every year regional capital cities generate \$225 billion, or more than 16 per cent of national economic activity.

All RCA members have a growth agenda and stand ready to ensure a growing Australia means a stronger and more equitable regional Australia.

Our Agenda

Vibrant and productive regional capital cities are key to Australia's sustainability and prosperity. Regional capital cities are also growing – all RCA members are striving to continue this trend and as such have a growth agenda for their communities.

The COVID-19 pandemic has accelerated the population shift from capital cities to Australia's regions and transformed the anticipated pace and nature of demographic and economic change in regional cities.

There was an estimated 200% increase in net migration from capital cities to regional areas during COVID according to Infrastructure Australia research. In 2020/21 regional areas grew at a faster rate than capital cities for the first time since 1993/94.

Regional growth however has a historical as well as a modern context. The growth of Australia's regional cities is a 100-year trend, which began when residents of smaller rural towns sought improved services, infrastructure and non-agricultural employment and began moving to the larger population centres located in their region.

Overview

Due to this growth regional cities have taken on a 'capital city' role, acting as service hubs for their region. The city's services and infrastructure are accessed by residents as well as those in surrounding towns and rural areas. Every day, more than eight million Australians rely on regional capital cities for their everyday needs.

In addition to the service hub role, growth in regional capital cities is an avenue to allow Australia to return to a strong immigration rate (pre-COVID). Our member cities offer productive centres that are the liveable and affordable alternative to the metropolitan capitals.

Now is the time to plan for a network of growing regional capital cities. Australia's borders are opening, and a flood of new arrivals will soon land to address the much-needed skills deficit across a range of sectors.

If no action is taken to ensure a more balanced approach to population growth, the painful and costly impacts of congestion will once again be felt. Meeting the costs of pre-COVID metropolitan city growth was unsustainable. Infrastructure Australia put the cost of addressing the national infrastructure deficit anywhere between \$450 - \$700 billion. As a nation we cannot afford to let history repeat itself by having metro-centric settlement patterns.

RCA's members across regional capital cities see themselves as ready to grow. The initiatives in this document have been identified to enable this growth to be realised. Now is the time to get investment in regional capitals right for the benefit of all Australians.





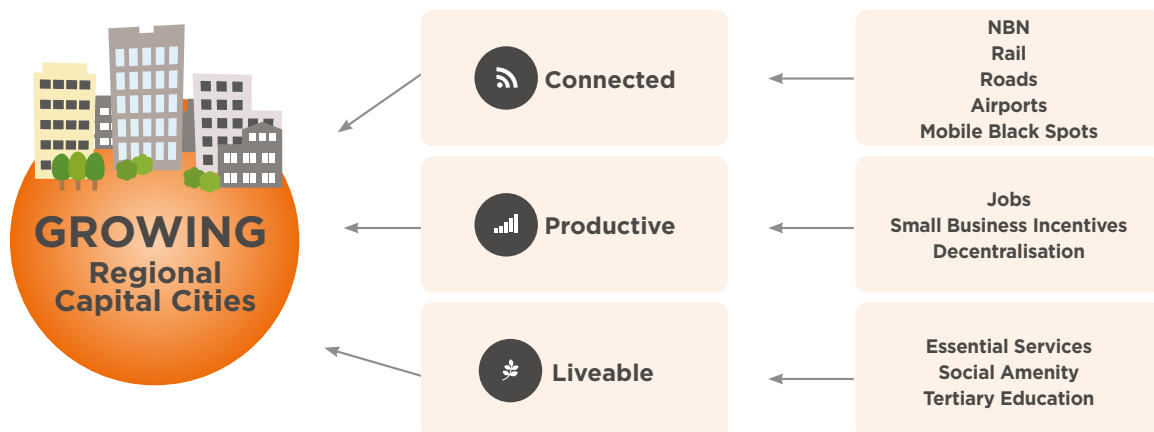
Policy Platform

The following outlines Regional Capitals Australia's framework to grow regional capital cities that are:

1. **Strong service centres:** that continue to be a central point to access essential infrastructure, services, business, employment and education;
2. **Easing the metropolitan congestion:** encouraging regional migration and decentralisation options for new and existing residents and businesses can take the pressure of major metropolitan capitals; and
3. **An affordable alternative:** providing affordable housing and industry industrial land options for families and business seeking to avoid the inflated housing markets of the major metropolitan capitals.

To achieve this vision we must continue to build regional capital cities that are:

1. **Connected:** with roads, rail, airports (and services), broadband and mobile telecommunications;
2. **Productive:** with diverse economies that can be built with government and private sector decentralisation and skilled labour shaped through strong tertiary and continuing education opportunities; and
3. **Liveable:** with high levels of essential services, social amenities and a continued supply of affordable housing options.





Population Policy

Regional Capitals Australia members are seeking a greater share of Australia's population, accelerated through immigration policy.

Regional capitals are not only critical regional hubs, providing services and infrastructure to local residents and those in surrounding towns and rural areas; they are increasingly an affordable alternative for people and businesses seeking to escape capital city costs and congestion.

RCA supports the development of a national population policy aimed at ensuring there is a greater share of population growth that will attract a larger workforce and increased business investment in our member cities.

RCA believes regional population growth must be underpinned by both skilled and non-skilled migration, along with continued investment in enabling infrastructure and services to maintain the local character and amenity that makes regional cities a destination.

Fast Facts

1. In 2020/21 regional areas grew at a faster rate than capital cities for the first time since 1993/94 (*2022 Population Statement*).
2. In 2022/23 less than 17% of net overseas migration will flow to regional Australia (*2022 Population Statement*), despite the fact that there were 94,000 job vacancies in regional Australia in November 2022 (*Regional Australia Institute*).
3. Between 1996 to 2016 migrants contributed 26 percent of the population growth in regional Australia.
4. Skilled migrants account for nearly 70 percent of Australia's permanent migration program, up from 30-40 percent twenty years ago.
5. Skilled migrants and their families offset Australia's ageing population, improve labour force participation and productivity, and help businesses source skills that are difficult to develop at short notice.

Accelerating Regionalisation

The 2021 Australian Infrastructure Plan highlighted that there has been a 200 percent increase in net growth to regional centres and regional areas during the COVID-19 pandemic. Much of this growth was driven by the shift to a 'work from anywhere' capability.

The report further highlighted that Australia's Smaller Cities and Regional Centres have unrealised growth potential and that the increase in net population growth in regional Australia presents an opportunity to lock in accelerating regionalisation.

With improved access to employment, education, services, housing and community facilities, many regional capital cities could accommodate further sustainable population and economic growth. This would support a future population settlement pattern that is more widely distributed across the country, benefiting all Australians.

The Need

In a post-pandemic world international immigration should be a key factor in Australia's overall population growth and as such, should be a significant factor in ongoing regional growth.

Skilled migrants comprise 70 per cent of Australia's migrant intake. These new arrivals and their families offset Australia's ageing population, improve labour force participation and productivity, and help businesses source skills that are difficult to develop at short notice.

The government has the policy levers to encourage skilled migrants to settle outside of Australia's capital cities and RCA believes visas for skilled migration and business investment should be expanded or amended to ensure this occurs.

RCA recognises the Australian Government's stated commitment to increase Australia's permanent migration program to 195,000, and seeks assurances that regional Australia will benefit from this increase.

Recommendations

- Develop a population policy to encourage businesses and families to move to the regions, and that RCA be consulted during the development of this policy;
- Continue support for current 491 and 187 regional visa streams cater for skilled, non-skilled and education migration to regional capital cities; and
- Expansion of business visas to establish a new range of regional visas that are based on the 188, 888 and 132 and 858 but require investment or business activity in regional economies.





Arts and Culture

Regional Capitals Australia (RCA) is seeking a greater share of Australia's public funding for arts and culture for regional Australia to support our growing communities.

Funding for arts and culture in Australia needs to move beyond a capital city-centric approach and better align with contemporary population distribution.

Federal Government funding arrangements reflects population distributions of two decades ago and over-represent arts and cultural institutions in Sydney and Melbourne.

Funding needs to not only fairly recognise the almost eight million residents of regional Australia, but also take account of the COVID-19 driven growth that is seeing people moving away from the metro capitals to regional capital cities.

RCA acknowledges the commitment of the Australian Government to the development of a new National Cultural Policy and looks forward to engagement with the Minister for the Arts on the important role of arts and cultural activities and arts infrastructure to benefit communities across regional Australia.

The Need

There is growing recognition of the role that social infrastructure, such as arts and culture, plays in enhancing the liveability of our communities.

In regional Australia, arts and culture helps shape the character of our communities and enable our people to express themselves and represent regional life on their own terms. However, in regional areas local government has the greatest share of responsibility for funding arts and culture programs and infrastructure.

As population policy encourages businesses and families to move to the regions, there must be recognition that the 'liveability' value of arts and culture not only drives population growth but also assists in retaining people in regional capitals.

RCA endorsed the recommendation by the 2021 Australian Infrastructure Plan to capture, measure and assess the quadruple-bottom-line benefits of social infrastructure including arts and culture, and use the framework to collaboratively plan, develop and invest in arts, cultural and other infrastructure which enhances unique regional identities and brands.

Addressing the arts and culture imbalance between the capital cities and the regions is however more than an adjustment of funding and supporting population growth - it is also about recognising, valuing, and enabling the creative capacity of regional Australians and regional institutions on equal terms with those of capital cities.

Policy Settings

Policy and funding need to reflect that regional and remote Australia should not simply be a passive recipient of arts and culture flowing from capital cities. Rather, the real and potential contribution of regional and remote Australia to the nation's broader cultural life should be fully supported.

The policy and funding environment must not only build the cultural and artistic capacity of regional Australia, but also facilitate the exchange of cultural and artistic output between the regions and capital cities.

Additionally, RCA contends that a disproportionate burden of regional arts and culture financial support falls on regional local governments, compared with those in capital cities.

At the same time, the funding capacity of regional local governments are limited by their smaller rate base, rate caps, broader service provision to their residents and their disproportionately smaller contributions from State and Federal Governments.

Recommendations

- Continue to recognise and enhance the role of arts, culture and creative activity in strengthening local identity, contributing to liveability and fortifying population growth in regional Australia;
- Ensure an equitable distribution of arts and cultural funding for regional Australia to better reflect existing population distribution and anticipated ongoing population growth.



Regional Infrastructure Policy

Regional Capitals Australia recognises the infrastructure and regional funding policies and programs released by the Australian Government that will continue to assist rural and regional Australia.

These programs include the:

- Growing Regions Program and the Precincts and Partnerships Programs (investing a further \$1 billion).

The core of liveable and productive regional capital cities are assets and services that support the development and growth of communities so they are places where people and communities can thrive.



Recommendations

1. **Commit to continued funding of the recently established Growing Regions Program to enable infrastructure projects that target regional economic and population growth: \$1 billion over 4 years.**
2. **Funds be exclusively allocated to regional communities:** excluding suburban and metropolitan project.
3. **Review the stated intention to allow State Government to access Federal funding:** that has been traditionally reviewed for Local Government.
4. **Reliable and consistency of funding that includes:**
 - A commitment to annual rounds of funding;
 - Applications are sought at a specific time every year;
 - **Consistent program guidelines** so projects can be planned for that will meet these guidelines and co-contributions can be secured;
 - **A two-step process** (Expression of Interest, then Full Application) to ensure resources are not wasted on projects that will not fit the focus of the fund; and
 - The success or otherwise of a funding application should be **known prior to Local Government budgets being finalised (May).**
5. **To ensure the diverse needs of regional capital cities:** guidelines should support the development of a broad range of projects, including (but not limited to):
 - Enabling infrastructure for housing development;
 - Supporting population growth;
 - Facilitating education, employment and skills opportunities;
 - Tourism infrastructure;
 - Arts and culture infrastructure; and
 - Enabling infrastructure to support adaptation to climate change and emergency management.
6. **Funding caps should set the federal contribution at:** between \$10-50 million and reflect accurate population planning statistics for regional capitals.
7. **Council resources:** should be able to be used to carry out infrastructure delivery as an in-kind contribution.
8. **Support for business case development:** should be considered with the growing pressure on councils to produce productive, social and liveable infrastructure (many in a rate capped/pegged environment).



Local Roads Policy

RCA has welcomed the Australian government's recognition of local governments' need for increased funding for roads and transport infrastructure to manage rising costs and increased pressure on transport infrastructure due to climate change and extreme weather events.

Fast Facts

- [Eighty-five percent of Australia's roads are managed by local governments](#)
- The up-front cost of building a road represents only about **one-fifth** of its lifetime cost (*Grattan Institute: Potholes and Pitfalls, 2023, page. 46*)
- The cost per person to maintain sealed roads in regional and remote communities is **five times higher** compared to metropolitan areas (*ALGA*)
- Heavy vehicles account for **94 percent** of deep road wear (*National Transport Commission, 2022, p. 49*)
- **\$3.8 billion:** The cost of repairs to roads in NSW, Victoria, South Australia and Queensland caused by major flood events in 2022 - more than the total annual spending on local road maintenance in those states [*ALGA estimate*]
- **Additional \$1 billion** - estimated extra funds required next year to keep council roads in their current state (*Grattan Institute: Potholes and Pitfalls, 2023, page. 4*)

The State of Regional Roads

An efficient, safe and well-maintained road network is critical for regional Australia.

Regional roads enable economic activity and population growth by facilitating the movement of people and freight, access to employment, education and essential services and ensuring regional Australians stay connected.

[Eighty-five percent of Australia's roads are managed by councils](#). However the reality is that regional councils do not have the financial capacity to construct new roads to meet population pressures and to maintain existing roads to an acceptable and safe standard.



The Grattan Institute has found that regional councils underspend what is needed to maintain their roads by 42 percent. In comparison, councils located in major cities underspend by less than 14 per cent. [*Potholes and Pitfalls, 2023, page 7,8*]

The situation is currently exacerbated not only by rising costs, a shortage of skilled workers and greater demands on the regional road network with increased traffic flows and heavier trucks, but also by the growing pressures of climate change on the road network.

As the climate changes, heavy rainfall and extreme heat are on the rise, and increasing numbers of extreme weather events are contributing to the poor state of regional roads. Climate change related road impacts include damage to pavement levels, potholes and cracking, and entire washing away of roads in extreme cases.

Regional roads will not be able to cope with future severe weather events if they are not maintained with a changing climate perspective.



Funding Challenges

While demand on regional roads and the cost of maintenance has increased over the last decade, funding has not kept pace.

Transport expenditure has fallen from almost 50 percent of total local government expenditure in the 1960s to 21 percent today [*Commonwealth Grants Commission (2001) and ABS (2023a).*]

Local government's in regional areas remain impacted by the Australian Government's 2014-2017 FAG indexation freeze and the use of CPI indexation (as opposed to Councils' real costs), along with constraints on regional councils' ability to raise revenue (smaller rate bases, rate pegging, rate capping).

In terms of Australian Government funding, RCA notes the findings of the Independent Strategic Review of the Infrastructure Investment Program (IIP), that:

- sub-programs provide critical funding to councils to build and maintain local infrastructure;
- councils require additional funding to manage rising costs and increased pressure on transport infrastructure due to climate change and extreme weather events; and
- current sub-programs are delivering positive outcomes for councils and value for money.

We welcome the Australian Government's response to the IIP Review, including the increase of Roads to Recovery funding to \$1 billion per year, Black Spot funding increased to \$150 million per year and the creation of the new Safer Local Roads and Infrastructure Program with funding increased to \$200 million per year.

We also note the Government's commitment to delivering funding in a way that reduces the burden on local councils, allowing more money to be spent on projects and less on administration.



Recommendations



- The majority of the Roads to Recovery funding increase be directed to non-urban councils;
- Councils receive rolling notice of the Roads to Recovery funding allocation;
- The scope for Black Spot Program projects be widened in cost, time and nature;
- The simplification of competitive grant application processes;
- Provision of greater flexibility for project timeframes to allow councils to manage staff and supply constraints and cost variations;
- Reconsideration of the disaster recovery funding requirement of "like for like" replacement to allow councils to build back better in the face of climate change pressure; and
- The government adopt a flexible approach to road infrastructure funding as outlined previously.





Regional Airports Policy

RCA acknowledges the recent Australian Government commitment to prepare an Aviation White Paper which will work with industry and communities to deliver an understanding of the role of aviation in terms of economic development, skills and workforce into the future with regional aviation a key focus.

Regional airports are key to the social and economic life of regional Australia, connecting regional centres and their residents to Australia's capital cities. However, while regional airports play a critical role in their communities, the simple fact is most regional airports are under significant financial strain.

Many are faced with ageing infrastructure, ever increasing security cost pressures, high staffing costs, community service costs and a disproportionately high regulatory cost burden.

Fast Facts

1. It is estimated that more than 200 regional airports and aerodromes are owned and operated by local governments across Australia;
2. Forty per cent of Australia's 61 million annual domestic aviation passengers travel through regional airports;
3. Civil Aviation Safety Authority (CASA)'s regulatory imposts are higher for regional and remote airports, comprising 12 per cent of total expenditure, compared to about 4 per cent for major airports and major regional airports;
4. Sixty per cent of regional airports operate at a loss. They depend upon cross-subsidisation by their local government owners who are already burdened by competing demands on their limited financial resources; and
5. Almost 40 per cent of regional airports expect persistent budget deficits over the next 10 years.



The Contribution

Regional airports are largely owned and operated by local government. During COVID-19 lockdowns these facilities allowed regional communities to keep essential workers and freight moving.

Regional airports continue to generate significant direct employment and economic activity, as well as indirectly through associated business, service and industry activity.

They support the attraction of staff to, and their retention in, regional and remote communities, make FIFO (Fly-in, Fly-out) employment possible, make businesses more efficient and facilitate freight services and same-day business travel to capital cities from regional centres.

Regional airports support tourism and trade, assist regional Australians' access to specialist health, education and legal services that are otherwise not available locally, and play an essential role in saving lives by facilitating medical evacuations, collection and delivery of organ donations and search and rescue.

They also play a vital role in the protection of Australia's physical assets, enabling aerial fire fighting and supporting law enforcement bodies, such as the Western Australia Police Air Support and border protection agencies which operate out of Australia's regional airports, particularly in Northern and Western Australia.

The Challenges

The majority of Australia's regional airports are experiencing ongoing financial strain. During COVID-19 local governments continued to operate their facilities despite suffering major financial losses. Today two-thirds currently operate at a loss and almost forty per cent anticipate continuing deficits over the next decade.

Many regional airports are in need of urgent upgrades - including the burden of costly ongoing security upgrades and increasing and disproportionate regulatory costs.

Existing resources will be further strained as expenditures rise by almost 40 per cent over the next ten years. RCA acknowledge the Government's existing support for regional airports, including the Regional Airports Program and the Regional Airport Security Screening Fund. However, we are concerned by the lack of certainty about ongoing funding given existing financial challenges.

As many regional cities look towards a more connected world in a post-COVID recovery - support for landside investment will be sought to secure the future of agriculture and manufacturing sectors in regional communities.



Vulnerability of Regional Aviation Routes

An additional challenge faced by regional airport operators is the propensity of airlines to suspend, cancel or reduce services on routes, often with limited notice. Within the last 12 months service reductions or suspensions by Qantas, Rex, Virgin, FlyPelican and new low-cost carrier Bonza have affected regional airports in every Australian state and territory. At least seven of the cancelled services had been in place for less than 8 months. These abrupt decisions can leave local governments without sufficient revenue to recover the cost of facility upgrades required by airlines and regulators, as well as the cost of ongoing airport operation. Regional ratepayers ultimately bear these costs.

The vulnerability of regional aviation routes creates a risky investment environment not only for airport operators but also for local businesses. It's clear that for many regional airports a market-driven approach to service provision, which is the basis of major city airports, is not viable. Ongoing federal government investment is required to support provision of reliable air services to these communities.

Snapshot of service changes:

- Since April 2023 Rex has reduced services on 16 routes and suspended 4 routes.
- Less than 6 months after launching in January 2023 Bonza cancelled services on 5 regional routes, and reduced services on a range of other regional routes.
- In November 2023 Qantas cancelled services from Exmouth, Burnie, Davenport and Alice Springs. Other regional airport operators have noted a change in service operations on ad-hoc arrangement.

Recommendations

- Implement a policy recognising the importance of regional airports in increasing the connectivity of regional Australia and to consider future planning and funding of regional airports;
- Provide recurrent funding for the Regional Airport Fund to ensure that regional airports can be upgraded and maintained, and the cost of security can be covered in regional airports - \$500m over 4 years;
- Upgrade the guidelines for the Regional Airport Fund to allow for landside developments to be considered; and
- Review the efficacy of Western Australia's Strategic Airport Asset and Financial Management Framework (as recommended by the Productivity Commission) to assess the efficacy of the Framework and determine its suitability for application across all jurisdictions. Subject to the results of the review, support the roll-out of the Framework across other Australian jurisdictions.





Regional Housing Policy

RCA acknowledges the Australian Government's commitment to help address the housing crisis through its \$10 billion Housing Australia Future Fund and announced measures, particularly the \$500 million Housing Support Program for enabling infrastructure and connection of essential services.

Like all areas of Australia, regional capitals have an increasing shortage of available and affordable housing. In regional capitals this shortage is driven by surging workforce numbers for major regional projects and construction, along with growing internal migration and an undersupply of diverse housing stock.

Regional capitals welcome increased economic activity and population growth. However, the shortage of housing is undermining our ability to support this growth and function as essential service centres for regional populations while also providing an affordable alternative for families and businesses.

State of Play

According to the Regional Movers Index, capital to regional migration is currently tracking at 11.7 percent above the pre-Covid average and shows no sign of retreating to pre-Covid levels.¹

People are attracted to regional areas by good jobs, the lifestyle and, historically, the availability of affordable housing. However, current growth is driving up rents and house prices, creating a housing shortage that is making regional cities less affordable and less attractive.

Impacts on Rental Market

The rental vacancy rate has more than halved in the last five years, with Domain Research Vacancy Rates October 2023 reporting a regional vacancy rate of 0.8 percent.² Some regional cities report rental vacancies as low to zero.

Correspondingly, over the 24 months to September 2023, rents across regional areas have increased by as much as 20 percent.³

Impacts on Federal Government Policy Agenda

This shortage of housing is not only impacting on local employment, service delivery and local amenity, but the broader ability of regional areas to deliver on key federal initiatives such as the renewables transition, export capability and achieving a more equitable level of services for regional areas.



In a survey of RCA members, 100 percent reported that local health services are affected by the housing shortage, followed by major local industries (93 percent), infrastructure construction, and tourism/cultural services (87%) and education, major development and business attraction (80 percent).

Impacts on Local Businesses

One council noted that local businesses are unable to recruit staff because they are unable to secure housing, which in turn limits capacity to deliver services, projects, or events. Another said businesses are reluctant to invest in their region without certainty that they can secure the construction and operational staff required for their projects.

Impacts on Working Families

Another reported that local childcare services are limited by a lack of staff, again due to cost of living, mainly related to affordable housing. This inability to secure childcare limits opportunities for parents wanting to re-enter the workforce and in some cases forces them to leave the area.

Land Activation

The release of land for new housing is essential. Eighty-seven percent of RCA members agree it would assist provision of housing for key workers, help the supply of affordable and social housing (80 percent), and increase rental market stock (73 percent).

However, even where land is available, regional housing faces many roadblocks including labour shortages, planning delays and rising construction costs.

¹ <https://regionalastralia.org.au/common/Uploaded%20files/Files/Regional%20Movers%20Index/Regional-Movers-Index-September-2023-Report.pdf.pdf>

² <https://www.domain.com.au/research/vacancy-rates-october-2023-1245973/>

³ <https://www.proptrack.com.au/wp-content/uploads/2022/10/PropTrack-Rental-Snapshot-Oct-22.pdf>



Skill Shortages

Overwhelmingly, Councils identify a shortage of builders and tradespeople (87 percent) as the most significant barrier to new housing, followed by the costs of enabling infrastructure (80 percent), and state planning processes (60 percent).

Not only is there a shortage of skilled tradespeople for housing construction, 73 percent of RCA members report their own shortages of strategic and statutory planners and other positions necessary to plan and approve residential housing.

It is clear that a different approach is needed; 93 percent of regional capitals do not think current state and federal policy settings can meet their future housing demands.

RCA recommends an approach recognising the diverse nature and challenges of regional cities and providing flexibility for local governments to implement the most effective housing measures for their regions.

In particular, ongoing, dedicated funding is needed for regional councils' enabling infrastructure costs; support is needed for innovative housing solutions including remediation of derelict housing; state planning systems need to be more responsive; and, there is an urgent need for increased training and recruitment of skilled workers.

Fast Facts

- Capital city to regional migration is currently tracking at 11.7% above the pre-Covid average.⁴
- At October 2023, the regional vacancy rate was 0.8%.⁵
- Over the 24 months to September 2023, regional rents increased by 20%.⁶
- 75% of regional capitals identify Construction and Major Project workers as a major driver of housing demand, followed by Internal Migration (56%).
- Within 5 years, it is expected lone person households will be the fastest growing household type across the country.⁷
- 87% of regional capitals identify the shortage of builders and/or tradespeople as a roadblock for land activation, followed by enabling infrastructure costs to council (80%) and state planning processes (60%).
- 75% of regional capitals have derelict housing stock which could be updated to help address housing shortages.
- 93% of regional capitals do not believe existing State and Federal policy settings can meet their region's future housing demand.

Role of Local Government

Local Government understands that its primary role in meeting Australia's housing challenge is through planning and zoning processes and the provision of local infrastructure.

Surging regional migration and traditionally smaller populations and rate bases make this increasingly challenging for regional councils, many of which are operating under rate-capped or rate-pegged systems.

In addition, there is growing demand from local government to partner with the State and Federal Governments to deliver social and affordable housing options, but these partnerships cannot be delivered without financial and policy support.

Infrastructure costs

Activation of land for new housing development requires provision of essential services and enabling infrastructure to be provided by local government. However, 80 percent of RCA members say the increasing costs of providing these services and infrastructure are a roadblock to new housing.

RCA members therefore strongly welcome the Australian Government's \$500 million Housing Support Program. RCA members have noted this fund should assist in the provision of essential services such as water, sewerage, energy and NBN, and community infrastructure including site works, streetscape works, conservation reserves, transport hubs and public transport facilities.



⁴ <https://regionalaustralia.org.au/common/Uploaded%20files/Files/Regional%20Movers%20Index/Regional-Movers-Index-September-2023-Report.pdf.pdf>

⁵ <https://www.domain.com.au/research/vacancy-rates-october-2023-1245973/>

⁶ <https://www.proptrack.com.au/wp-content/uploads/2022/10/PropTrack-Rental-Snapshot-Oct-22.pdf>

⁷ [https://www.housingaustralia.gov.au/research-data-analytics/state-nations-housing-report-2022-23#:~:text=More%20than%201.8%20million%20new,properties%20\(e.g.%20holiday%20homes\).](https://www.housingaustralia.gov.au/research-data-analytics/state-nations-housing-report-2022-23#:~:text=More%20than%201.8%20million%20new,properties%20(e.g.%20holiday%20homes).)



RCA members also believe it is important the Housing Support Program provide:

- Recognition of higher service and construction costs for regional cities, with dedicated funding for the regions;
- Flexibility to accommodate a diverse range of regional projects, including infill opportunities;
- Timely announcements of funding so successful projects can be included in councils' budget deliberations; and
- Multiple funding rounds to allow for appropriate planning.

Recommendations

RCA recommends there is a regional stream of the \$500 million Housing Support Program to support the provision of essential services, planning support and funding for council infrastructure.

RCA also recommends that the guidelines for the Housing Support Program allow for a flexible approach to project delivery to accommodate the diversity of regional areas.

Local Government Skills Shortages

According to the Planning Institute of Australia, 232 local government areas in Australia (43 percent) have no planners working within them.⁸

Almost three-quarters of RCA members (73 percent) report shortages of both statutory and strategic planners, two-thirds (67 percent) report shortages of building surveyors and almost half (47 percent) report shortages of building inspectors and engineers.

Councils also note shortages of urban designers and environmental health professionals.

RCA members say there is a critical need for more regionally-based tertiary education options in planning, building surveying and environmental health roles.

They also propose education scholarships and subsidies for students in areas of skills shortages, along with state and federal government sponsorship of local governments to employ cadets and trainees in skills needs areas.

"Building surveyors are a 'dying breed'... many LGAs are struggling to fill building surveyor roles. ... a survey a few years ago suggested over 50% of building surveyors were intending to leave the industry due to retirement."

⁸ <https://www.planning.org.au/news-archive/2021-2023-media-releases/new-data-shows-growing-shortage-of-urban-planners---bad-news-for-housing-regional-communities-transition-to-net-zero>



Challenges

Australia's 51 regional capitals play a vital role in the growth and diversification of Australia's economy. These cities are centres for decentralisation, hubs supporting regional industries and mining, and key to Australia's zero carbon economy.

However, the ability of regional cities to fulfil this role is increasingly challenged by the rate of population growth and shortage of housing needed to accommodate the growing regional workforce. Availability and affordability of housing for those relocating to work in regional cities and on major projects are fundamental to future prosperity.

While the need for increased regional housing is clear, boosting supply faces a range of impediments including rising costs, skill shortages, planning delays and supply chain issues.

Supplying Housing for Major Project Workers

The impact of major project and construction workers on housing demand in regional Australia must be understood.

In some cases, major projects will bring hundreds and even thousands of new workers into regional areas, with a need for short to medium term housing:

- Dubbo is the major urban centre in the Central West and Orana Renewable Energy Zone where development of transmission infrastructure and renewables projects is projected to require 6,000 workers;
- The Pilbara Region has a \$177 billion pipeline of minerals investment of which more than \$46.1 billion is already committed; and
- Projects around Griffith include the new \$250 million Base Hospital, Murrumbidgee Irrigation water infrastructure projects and expansion by large private sector businesses.

Without specific measures for worker housing this otherwise welcome economic activity will continue to exacerbate the regional housing shortage (please refer to our Housing Innovation Fund).

Skills Shortages

Construction of new housing in regional cities is held back by the growing shortage of builders and tradespeople, according to 87 percent of RCA members.

While an RCA member survey found dwelling approvals have increased 58 percent on average over the last five years, members report that completions are slowing due to the lack of builders.

This is confirmed by Master Builders Australia, who found during 2022-23, the average build time for detached houses increased from 10.3 months to 11.7 months.⁹

RCA members report shortages in regional trade skills across the board, including: electricians and plumbers (87 percent); carpenters and joiners, construction project manager and civil engineers (80 percent); painters and bricklayers (73 percent); plasterers and cabinet makers (67 percent); and surveyors, quantity surveyors, glaziers, tilers, architects and structural engineers (60 percent).

Regional building industries are also unable to compete with major infrastructure projects for skilled staff.

Master Builders estimate that to meet growth projections and replace workers leaving the industry, 486,000 workers need to enter the building and construction industry between February 2023 and November 2026 – nearly half will need to be in technician and trade roles.¹⁰

⁹ <https://www.mbanw.asn.au/media/industry-news/new-home-building-times-continue-worsen>

¹⁰ *ibid*



Recommendations

Recommendations identified by RCA members to address regional skills shortages include:

- Increasing skilled migration;
- Scholarships and subsidies for degrees and training in skills shortage areas;
- Greater investment in technical education and apprenticeships; and
- Investment in vocational education in more locations as travel costs are a major barrier to completion.

“The issues are across the board - at every level in every industry there are issues filling roles, because demand overall has increased massively, and whilst people want to come and take up the roles, many can’t because of the cost and lack of availability of housing.”

Social and Affordable Housing

The growing shortfall between the number of social and affordable houses needed in regional capital cities and the number available is well established.

The City of Ballarat estimated that in 2021 the need for social or affordable dwellings was 6,686 dwellings, while there were 1,665 available. Demand is expected to grow by more than 60 percent by 2041 to 10,850.

The shortage of affordable housing is being felt across regional economies from business investment and major projects to service delivery, diversity and liveability.

One hundred percent of regional capitals report local health services are affected, followed by major local industries (93 percent), infrastructure construction, and tourism/cultural services (87 percent) and education, major development and business attraction (80 percent).

Eighty percent of regional capitals nominate provision of social and affordable housing and key worker accommodation as the greatest opportunities if land can be released for new housing.

Recommendations

Regional cities are actively examining a range of local options to boost affordable housing. However, more support is needed from State and Federal Governments including:

- Release of state land for housing;
- Planning guidelines for social and affordable housing, including mandatory inclusionary zoning or pre-set ratios;
- Flexibility for infill development in established areas;
- Refurbishment or redevelopment of state owned derelict housing;
- Innovative housing solutions such as 3D printing, modular and prefabricated housing;
- Support to facilitate development of project partnerships with local housing providers; and
- Ongoing support for enabling infrastructure costs, such as the Housing Support Program.

“The Town is committed to building housing for service workers to allow service workers an affordable housing option. However, our studies indicate that our service worker housing project will address 10% of the demand for affordable housing for service workers.”





Opportunities

In order to manage regional population growth and help meet nationally agreed housing targets, including affordable housing, RCA members recognise the need for a broader local housing mix.

Within five years, it is expected lone person households will be the fastest growing household type across Australia.¹¹

Cities are examining approaches for different dwelling types, including accommodation for smaller households such as major project workers, single person households and aging residents, as well as methods to deliver regional housing more quickly and at a lower cost than traditional family homes.



Innovation

Innovation is key to achieving greater diversity in the housing market, such as entry level and small format homes, and improving the supply of social and affordable homes.

This includes different approaches to housing planning and construction, density options and size of allotments, reuse of existing housing stock, repurposing of buildings and innovative partnership arrangements. RCA members report a range of innovative measures are under consideration, including:

- 3D printing (currently testing with community infrastructure);
- Prefabricated and modular homes;
- Refurbishment of existing buildings for short-term worker accommodation; and

- Innovative approaches for accommodation for major project workers:
 - o Modular villages (a percentage to be retained as permanent dwellings);
 - o Repurposing of council land such as caravan parks;
 - o Development of housing camps close to towns, so on project completion land can be on-sold with council infrastructure already in place; and
 - o Partnerships with major employers to provide secondary dwellings on private properties for worker accommodation.

Funding remains the greatest barrier to progressing innovative local housing solutions. Not only are new approaches usually ineligible for funding under existing government programs, council housing investments are not GST exempt.

Recommendations

RCA recommends the Government consider the establishment of a Housing Innovation Program to fast track innovative approaches to housing projects. This fund could improve supply and overcome supply chain and skills challenges currently in regional capitals.

Density Done Well

Density can help meet regional housing demand by delivering additional housing stock in shorter timeframes. It can also improve affordability of housing through lower costs, including utilisation of existing community infrastructure and essential services.

While density in some cities might include granny flats or apartments, other councils see smaller lot sizes with freestanding dwellings in neighbourhoods within walking distance to amenities as a happy medium.

However, density does not suit every area or neighbourhood and community opposition has been reported by 79 percent of RCA members. It can also place a strain on existing infrastructure.

"There would not be opposition as long as it was in the right areas."

¹¹ [https://www.housingaustralia.gov.au/research-data-analytics/state-nations-housing-report-2022-23#:~:text=More%20than%201.8%20million%20new,properties%20\(e.g.%20holiday%20homes\).](https://www.housingaustralia.gov.au/research-data-analytics/state-nations-housing-report-2022-23#:~:text=More%20than%201.8%20million%20new,properties%20(e.g.%20holiday%20homes).)



Recommendations

To deliver density done well, regional cities require:

- Simpler and improved planning systems, such as the Victorian government's recently announced exemption of small second homes from state or council planning approvals under certain conditions;
- Fast tracking planning and zoning changes;
- Support from State Governments to incentivise and promote higher density developments in the right locations;
- Provision of land from state governments to develop new, higher density housing; and
- Investment from state and federal governments (such as the Housing Support Program) in supporting transport infrastructure - particularly bus services, streetscape and amenity upgrades.

Derelict Housing

Around three-quarters of regional capitals report they have derelict housing stock which could be updated for social and affordable housing. It is estimated that refurbishment or renewal of stock could provide more than one hundred additional homes in some cities.

The majority of derelict housing is owned by state governments, with most of the remainder in private hands.

Options for derelict housing include basic remediation to make houses habitable, which could be completed in as little as six months; or demolition and redevelopment of sites at greater density, which would take one to two years.

Advantages of utilising derelict stock include minimal planning requirements, leveraging of existing civil infrastructure reducing local government costs, and potential to deliver housing at a lower cost and shorter timeframe than new builds.

Recommendations

Utilisation of derelict housing stock requires:

- State Government prioritisation of derelict housing upgrades;
- Local audits of derelict housing to determine ownership, condition and potential use; and
- Funding for:
 - Upfront capital to upgrade state-owned housing;
 - The purchase and upgrade of privately owned homes or to incentivise private owners to renovate; and
 - Incentivisation of derelict home investment and remediation partnerships with the private and community sectors.

"... there is a significant amount of derelict or at least no longer fit for purpose social housing, usually at quite low densities...which could be redeveloped at greater densities, total housing stock increased, and the whole process largely paid for by selling some of the new housing into the private housing market."



Table of Recommendations

RCA Policy Priority Area	Recommendation
Population Policy	Develop a population policy to encourage businesses and families to move to the regions, and that RCA be consulted during the development of this policy.
	Continue support for current 491 and 187 regional visa streams cater for skilled, non-skilled and education migration to regional capital cities.
	Expansion of business visas to establish a new range of regional visas that are based on the 188, 888 and 132 and 858 but require investment or business activity in regional economies.
Arts and Culture	Continue to recognise and enhance the role of arts, culture and creative activity in strengthening local identity, contributing to liveability and contributing to population growth in regional Australia.
	Ensure an equitable distribution of arts and cultural funding for regional Australia to better reflect existing population distribution and anticipated ongoing population growth.
Regional Infrastructure Policy	Commit to continued funding of the recently established Growing Regions Program to enable infrastructure projects that target regional economic and population growth: \$1 billion over 4 years.
	That funds be exclusively allocated to regional communities excluding suburban and metropolitan projects.
	Review the stated intention to allow State Government to access Federal funding for regional infrastructure.
	Reliable and consistency of funding that includes: <ul style="list-style-type: none"> • A commitment to annual rounds of funding; • Applications are sought at a specific time every year; • Consistent program guidelines so projects can be planned for that will meet these guidelines and co-contributions can be secured; • A two step process (Expression of Interest, then Full Application) to ensure resources are not wasted on projects that will not fit the focus of the fund; and • The success or otherwise of a funding application should be known prior to local government budgets being finalised (May).
	To ensure the diverse needs of regional capital cities: guidelines should support the development of a broad range of projects, including (but not limited to): <ul style="list-style-type: none"> • Enabling infrastructure for housing development; • Supporting population growth; • Facilitating education, employment and skills opportunities; • Tourism infrastructure; • Arts and culture infrastructure; and • Enabling infrastructure to support adaptation to climate change and emergency management.
	Funding caps should set the federal contribution at between \$10-50 million and reflect an accurate population planning statistics for regional capitals.



Table of Recommendations

RCA Policy Priority Area	Recommendation
Regional Infrastructure Policy	Council resources should be able to be used to carry out infrastructure delivery as an in-kind contribution.
	Support for business case development should be considered with the growing pressure on councils to produce productive, social and liveable infrastructure (many in a rate capped/pegged environment).
Local Roads Policy	The majority of the Roads to Recovery funding increase be directed to non-urban councils.
	Councils receive rolling notice of the Roads to Recovery funding allocation.
	The scope for Black Spot Program projects be widened in cost, time and nature.
	The simplification of competitive grant application processes.
	Provision of greater flexibility for project timeframes to allow councils to manage staff and supply constraints and cost variations.
	Reconsideration of the disaster recovery funding requirement of "like for like" replacement to allow councils to build back better in the face of climate change pressure.
Regional Airport Policy	The government adopt a flexible approach to road infrastructure funding as outlined previously.
	Implement a policy recognising the importance of regional airports in increasing the connectivity of regional Australia and to consider future planning and funding of regional airports.
	Provide recurrent funding for the Regional Airport Fund to ensure that regional airports can be upgraded and maintained, and the cost of security can be covered in regional airports - \$500m over 4 years.
	Upgrade the guidelines for the Regional Airport Fund to allow for landside developments to be considered.
	Review the efficacy of Western Australia's Strategic Airport Asset and Financial Management Framework (as recommended by the Productivity Commission) to assess the efficacy of the Framework and determine its suitability for application across all jurisdictions. Subject to the results of the review, support the roll-out of the Framework across other Australian jurisdictions.





Table of Recommendations

RCA Policy Priority Area	Recommendation
Housing Infrastructure costs	<p>Develop a population policy to encourage businesses and families to move to the regions, and that RCA be consulted during the development of this policy.</p> <p>RCA recommends there is a regional stream of the \$500 million Housing Support Program to support the provision of essential services, planning support and funding for council infrastructure.</p> <p>RCA also recommends that the guidelines for the Housing Support Program allow for a flexible approach to project delivery to accommodate the diversity of regional areas.</p>
Housing Skills	<p>Recommendations identified by RCA members to address regional skills shortages include:</p> <ul style="list-style-type: none"> • Increasing skilled migration; • Scholarships and subsidies for degrees and training in skills shortage areas; • Greater investment in technical education and apprenticeships; and • Investment in vocational education in more locations as travel costs are a major barrier to completion.
Social and Affordable Housing	<ul style="list-style-type: none"> • Regional cities are actively examining a range of local options to boost affordable housing. However, more support is needed from State and Federal Governments including: • Release of state land for housing; • Planning guidelines for social and affordable housing, including mandatory inclusionary zoning or pre-set ratios; • Flexibility for infill development in established areas; • Refurbishment or redevelopment of state owned derelict housing; • Innovative housing solutions such as 3D printing, modular and prefabricated housing; • Support to facilitate development of project partnerships with local housing providers; and • Ongoing support for enabling infrastructure costs, such as the Housing Support Program.
Housing Innovation	<p>RCA recommends the Government consider the establishment of a Housing Innovation Program to fast track innovative approaches to housing projects. This fund could improve supply and overcome supply chain and skills challenges currently in regional capitals.</p>
Density Done Well	<p>To deliver density done well, regional cities require:</p> <ul style="list-style-type: none"> • Simpler and improved planning systems, such as the Victorian government's recently announced exemption of small second homes from state or council planning approvals under certain conditions; • Fast tracking planning and zoning changes; • Support from State Governments to incentivise and promote higher density developments in the right locations; • Provision of land from state governments to develop new, higher density housing; and • Investment from state and federal governments (such as the Housing Support Program) in supporting transport infrastructure - particularly bus services, streetscape and amenity upgrades.
Derelict Housing	<ul style="list-style-type: none"> • Utilisation of derelict housing stock requires: • State Government prioritisation of derelict housing upgrades; • Local audits of derelict housing to determine ownership, condition and potential use; and • Funding for: <ul style="list-style-type: none"> o Upfront capital to upgrade state-owned housing; o The purchase and upgrade of privately owned homes or to incentivise private owners to renovate; and o Incentivisation of derelict home investment and remediation partnerships with the private and community sectors.





REGIONAL HOUSING CASE STUDIES





Case study: Albury City Council

About the city

Albury is a nationally significant regional city on the northern banks of the Murray River in the Riverina region. It is strategically located, and the largest city, on Australia's busiest inland transport route (Hume Highway and Melbourne to Sydney railway).

Albury has a population of over 56,000 people however when combined with the population of Wodonga over the border in Victoria, the two cities form an urban area with a population of 100,000 (Australia's 20th largest city).

Drivers of housing demand

The top drivers of housing demand in the Albury LGA are:

- Internal migration to the region (1,881 between 2016 and 2021) primarily 'tree-changers' and some retired farmers and elderly people moving from smaller nearby towns; and
- Migration from overseas (1,300 overseas arrivals between 2016 and 2021).

Albury's population has experienced strong recent growth, boosted by 'tree-changers' moving from metropolitan centres during the COVID-19 pandemic. The population is projected to reach over 76,000 by 2041, as the wide range of employment and lifestyle opportunities available in the local government area continues to attract new residents.

Problem statement

Housing costs have risen significantly, demand for affordable and social housing is not being met and the amount and type of housing being delivered locally is not keeping pace with demand or demographic change.

Changing demographics require housing diversity

Albury's population is aging, with the proportion of people aged over 65 years approaching 20 per cent in 2021 and projected to grow further. While families with children are still the dominant household type there is a growing trend for smaller household sizes. In 2021 around 31 per cent of Albury households consisted of one person (NSW average 25 per cent), whereas only 3.7 per cent of dwellings were one bedroom. A greater diversity of dwelling sizes is needed.

Rising costs have driven demand for affordable housing

Over the year to December 2021, the median rental list price increased by 16.7 per cent for a house, 20.8 per cent for a unit. In 2021 there were 1,010 households in Albury (4.3 per cent of total) in need of affordable housing as they were unable to access market-priced rental housing. As at June 2022 there were 504 applicants on the waitlist for social housing in Albury. The expected waiting time for a studio or one-bedroom social housing property is currently 5-10 years.

Addressing housing needs

In March 2023, Council released the [Albury Local Housing Strategy](#) to guide future planning decisions on locations and types of housing to support population growth. The strategy addresses the themes of supply, diversity, affordability and resilience and outlines clear actions for Council.

Council is looking to boost the proportion of housing stock providing medium and high-density options through projects such as the relocation of the CBD council depot site. This project, a collaboration with Department of Regional NSW, Land and Housing Corporation and Crown Lands would use infill development to provide 300-500 new units, including private, social and affordable housing.

Housing snapshot

New dwellings	2012	2017	2022
Approvals	248	347	410
Blocks of land available for housing development	456	493	348

Rental properties

Average monthly rental cost (\$)	-	1,240	1,720
Rental vacancy rate (%)	1.6	2.9	0.7

Derelict housing stock

New houses derelict stock could provide	Up to 99
% owned by state government	50
% owned privately	50

Challenges

- Skills shortages within Council impact land release and housing development. A complex state planning system exacerbates this challenge by reducing efficiency.
- Renewal of government-owned derelict housing stock is not possible under the existing NSW Land and Housing Corporation funding model.
- Housing supply shortages are affecting provision of services such as health (Albury Wodonga Health seeks 300 places per night for key workers), education and emergency services as well as the ability of local businesses to attract new workers to the city.
- Housing development is restricted by skills shortages including builders, tradespeople and engineers.

Opportunities

- Funding to accelerate enabling infrastructure – for example, water and sewer trunk mains, arterial roads, etc.
- The Land and Housing Corporation have identified Albury as a priority area. More sustainable funding is needed for NSW Land and Housing Corporation to increase feasibility of regional projects to address increasing need (waitlists).
- Use regional case studies and advocacy to encourage developers to try high-medium density rather than standard detached house and land.
- Unlock additional sources of land available for new housing, including private land, state owned freehold land, Defence land, vacant council land and Traditional owners' land.
- Roll out training and training incentives to encourage uptake of careers in critical fields like strategic planning, engineering and trades.



Case study: City of Ballarat

About the city

Ballarat is the commercial capital of Victoria's Central Highlands and a significant tourist destination. As the fourth largest inland city in Australia, Ballarat has a population of over 110,000 people with a growth rate accelerated by housing pressures in nearby Melbourne.

Drivers of housing demand

Key drivers of housing demand in the Ballarat LGA:

- Young families are attracted by more affordable housing and lifestyle opportunities.
- Construction and major project workers.
- Internal migration to the region, including older people and people from rural areas.

Ballarat's rapidly growing population is projected to reach around 170,000 by 2041 and will require 29,000 more dwellings. Population growth was boosted during the COVID-19 lockdowns in metropolitan areas and has been encouraged by decentralisation of government services. Growth is accompanied by demographic changes – the fastest growing group is those aged over 65, expected to reach 23 per cent of total by 2041 (currently 19 per cent).

Problem statement

Housing supply and diversity have not kept pace with population growth and demographic change, particularly for those requiring social and affordable housing.

Significant shortfall in social and affordable housing

The estimated gap between the number of households requiring housing assistance in the region and the number of available dwellings is 5,021. If current state policy and investment settings for social housing remain unchanged this gap will reach 9,185 dwellings by 2041 – an increase of 4,164.

Housing shortage affects services and industry

Limited housing availability and declining rental affordability affect the ability of local businesses to recruit staff, which limits capacity for delivery of services, projects and events. Housing supply shortages are also affecting provision of essential services such as health and education and the ability of the city to attract new businesses.

Housing snapshot

New dwellings

	2012	2017	2022
Blocks of land available for housing development	-	-	73,600

Rental properties

Average monthly rental cost (\$)	1,035	1,130	1,505
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House Sales

Average days on the market	65		57
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Addressing housing needs

The Ballarat City Council has released a draft [Housing Strategy 2023-2041](#), which will be incorporated into the planning system and guide development of new housing to accommodate a growing and diverse population.

The draft strategy identifies areas where up to 29,000 new homes will be accommodated – within greenfield growth areas and the existing city and townships. Improved and simplified state planning systems would help Council to deliver on the strategy, including projects to increase housing density. Funding to support provision of enabling infrastructure, services and amenities will also be critical to success.

Delivering new social and affordable housing is a priority, and key measures for Council include:

- Exploring new delivery models to achieve best outcomes at identified strategic sites.
- Facilitating local partnerships, including MOUs with housing providers to achieve desired housing outcomes.
- Developing clear guidelines for how Council expects developers to deliver social and affordable housing.
- Establishing funding streams e.g. by capturing value uplift generated by rezoning of land in greenfield locations and capturing revenue in urban areas to be developed for social and affordable housing.

Challenges

- Land activation for new housing is restricted by enabling infrastructure costs, state planning processes, shortage of builders and tradespeople and land banking by developers.
- Developers are less interested in significant levels of infill and CBD development.

Opportunities

- Activation of a variety of available land types would provide broad economic benefits.
- Removal of rate-capping would support Council to address critical skill shortages that affect housing development and land release.
- Funding to support Council to test innovative approaches in growth precincts, including:
 - Installing a microgrid and/or virtual power plants;
 - Sustainable subdivisions and dwelling/built form designs;
 - Enhancement of biodiversity corridors; and
 - Neighbourhood/community waste initiatives.



Case study: Dubbo Regional Council

About the city

The Dubbo Regional Council LGA covers over 7,000 square kilometres in the Orana region of NSW. The population of more than 55,000 is concentrated in the city of Dubbo and the town of Wellington, with smaller populations residing in a number of villages and the rural areas. Dubbo is a major economic and service centre for the wider region.

Drivers of housing demand

Top drivers of housing demand in the Dubbo LGA:

- Construction and major project workers;
- Fly in – fly out (FIFO) and drive in – drive out (DIDO) workers – including health services; and
- Tree-changers moving to the region during and post the COVID-19 Pandemic.

The LGA continues to experience significant housing demand, largely driven by population growth linked to economic development. Dubbo is the major urban centre in the Central-West Orana Renewable Energy Zone - development of transmission infrastructure and renewables projects is projected to require 6,000 workers, who will need to be housed within the region.

The region experiences high demand for short-term accommodation due to large scale infrastructure, energy and mining projects, as well as seasonal agricultural employment. Short-term accommodation in Dubbo and Wellington is frequently booked out during the week.

Problem statement

The growing demand for accommodation in the region is reflected in significant recent increases in house prices (44.5 per cent over 2018-2022), rental costs (45 per cent increase for 3-bedroom dwellings over 2018-2022) and low rental vacancy rates. The expected influx of workers to develop the Central-West Orana Renewable Energy Zone will add pressure to housing supply and rental prices. The impact of the locum health workforce is also creating challenges. More affordable and short-term accommodation is needed to support existing and projected populations.

Housing stock not suited to changing demographics

Current housing stock in Dubbo and Wellington is mismatched with household composition. One-person households and couple-only households make up around 55 per cent of total households in the LGA (an increase of 6 per cent since the 2011 census), whereas less than 4 per cent of dwellings are one bedroom. A range of housing types, densities and price points are needed to meet population needs.

Housing snapshot

<i>New dwellings</i>	2012	2022
Applications	293	262
Approvals	354	364

Rental properties

Average monthly rental cost- house (\$)	-	1,840
Average monthly rental cost- unit (\$)	-	1,240
Rental vacancy rate (%)	2	1

Derelict housing stock

New houses derelict stock could provide	50-99
% owned by state government	90
% owned privately	10

Addressing housing needs

Dubbo Regional LGA has considerable zoned land and a significant private sector capacity in property development and construction. Dubbo Regional Council is a developer of residential land having two major land holdings Keswick Estate and the North-West Urban Release Area. There is the potential for the development of some 3,500 allotments on this land. Dubbo also has zoned land in private ownership that could realise the development of a further 5,000 allotments. However, to realise timely development of these lands, further government assistance is required including funding for enabling infrastructure (roads, sewer, water connections) and assistance with strategic and infrastructure planning.

Council is actively seeking to densify planned housing developments and to encourage private developers to provide varied products to meet housing demand at a range of price points and dwelling types.

To address social housing needs Council is examining opportunities to incentivise development of affordable housing through Planning Agreements with renewables proponents to assist Community Housing Providers. Development of an affordable housing strategy for the region is a priority.

Challenges

- Dubbo has considerable land resources, but enabling infrastructure and strategic planning of both land and infrastructure are an impediment to development.

Opportunities

- A supply of aged Department of Housing stock could be remediated to provide additional housing.
- 3D printing has the potential to deliver additional housing quickly and at a range of price points. Council has set aside three lots at the Keswick Estate for 3D printed houses, following a successful trial of a 3D printed toilet block.
- Council is actively examining options for staged development of temporary workforce accommodation that aims to meet the need for more immediate housing, whilst ensuring a positive legacy is left for the community.





Case study: City of Greater Geelong

About the city

With a population of over 276,000, the City of Greater Geelong is Victoria's second largest city and Australia's fastest growing regional city. Located 75km from Melbourne, the municipality comprises more than 50 suburbs and townships across suburban, coastal and country areas and has a diverse and growing economy driven by jobs in healthcare and social services, retail, construction, education and public administration.

Drivers of housing demand

Top drivers of housing demand in the Geelong LGA:

- Young families attracted by more affordable housing and lifestyle opportunities.
- Growth in service-based jobs including the social insurance industry.
- Internal migration to the region.

Strong population growth and associated demand for housing is driven by Geelong's affordability relative to nearby Melbourne, high quality transport links to Melbourne and attractive job and lifestyle opportunities. The population of Greater Geelong is forecast to grow to more than 393,000 by 2041.

Problem statement

Strong demand for rental accommodation has led to record low rates of rental affordability, and the availability of private rental, social and public housing options are unable to meet current or projected demand.

Housing shortages affect essential services and industry

The housing supply shortage, including very low availability of rental properties for new workers moving to the city, is affecting provision of health services and the operation of major local industries, tourism and cultural services.

Social and affordable housing

Distribution of social housing in Geelong is extremely uneven, and inadequate to meet soaring demand. In 2021 an estimated 5,000 households were in need of social housing, forecast to grow to 13,500 by 2041. Council sites suitable for new social housing would deliver only 1.4% of the overall requirement, and the private sector won't deliver essential social housing without policy reform.

Housing snapshot

New dwellings

	2012	2017	2022
Approvals	2,101	2,617	4,025
Blocks of land available for housing development	38,000		25,000

Rental properties

Average monthly rental cost (\$)	1,278	1,408	1,920
Rental vacancy rate (%)	-	-	1

Addressing housing needs

The City of Greater Geelong is implementing its [Social Housing Plan 2020-2041](#) to facilitate an increase in supply of social housing. Mandatory inclusionary zoning is seen as essential to success, so that social housing is provided as part of new developments, to keep pace with demand (4.5% of new developments) and ensure equitable distribution of housing that meets the needs of a diverse population.

There is significant opportunity for increased density and development in infill areas – such as government owned land surrounding train stations or declining industrial areas. Ageing infrastructure (such as 100+ year old stormwater drains) is a key barrier to infill growth, particularly without a clear mechanism for collecting development contributions.

Greater Geelong has access to a significant supply of land that can be utilised for greenfield housing development. Optimal activation of this land would be supported by reforms to state and federal policy and planning systems, including clarity on the role of greenfield developments in future supply, simplified environmental approval processes and long-term infrastructure planning and investment to support development.

Challenges

- The Victorian Housing Statement emphasises an enhanced role for infill development without supporting strategies to fund infrastructure, strategies to enhance community acceptance and reduction in greenfield supply.
- A strategic approach to biodiversity planning at a state and federal level would create more certainty for development projects and improved environmental outcomes.
- Evolving stormwater management policies and strategies create uncertainty for greenfield projects.
- A lack of financial analysis of the affordability and long-term asset management implications of greenfield and infill growth.
- Housing development is hampered by a shortage of critical skills within council and within the city more broadly, including builders and tradespeople.

Opportunities

- Increase high and medium density housing to meet growing demand and changing demographics (e.g. trend towards smaller household sizes), with federal and state co-investment in supporting infrastructure such as public transport, streetscape and amenity upgrades.



Case study: Town of Port Hedland

About the city

Located 1,800 km north of Perth in Western Australia's North West, the Town of Port Hedland is an important service centre for the region's significant mining and resource industry and is home to the world's largest bulk export port. The Council area covers nearly 12,000 square kilometres of the Pilbara and the population of around 17,000 people is concentrated in the twin settlements of Port Hedland and South Hedland.

Drivers of housing demand

Key drivers of housing demand in the Town of Port Hedland LGA:

- Construction and major project workers.
- Fly in – fly outs (FIFO), coming to work in the regional mining and resource industry).
- Internal migration to the region.

The resurgence of the mining and resource sector and a \$177 billion pipeline of related investments in the Pilbara has increased job opportunities and created a surge in demand for housing. The strong investment horizon is also increasing migration to the region as people seek opportunities associated with a strong regional economy.

Problem statement

A lack of affordable housing in the LGA is a handbrake on economic growth and liveability. Average rent is almost \$1,000 per week (compared to \$544 across regional WA) and supply is extremely limited. Housing supply has grown by only 0.2% p.a. since 2017.

Lack of affordable housing restricts growth and amenity

Liveability is severely impacted as people employed in service industries such as education, childcare, retail, hospitality and tourism, who often earn low or moderate incomes compared to those in the mining sector, are unable to afford housing.

New businesses are apprehensive to invest without certainty they can secure staff. Larger companies commonly supply housing for their staff as an incentive to move to the area and opt to rent or buy rather than commit to new builds, putting further pressure on limited supply.

Building costs are very high

Building costs are up to 80% higher than Perth, due to higher costs of supplies and labour (competing with wages in the resource industry), limited availability of residential builders and higher costs associated with risk of severe cyclones. Banks are often unwilling to loan the collective cost of purchasing residential land and building a new dwelling.

Housing snapshot

New dwellings	2012	2017	2022
Approvals	439	12	11

Rental properties

Average monthly rental cost (\$)	7,596	1,996	3,540
Rental vacancy rate (%)	1	5	2

Derelict housing stock

New houses derelict stock could provide	200-499
% owned by state government	40
% owned privately	60

Addressing housing needs

The Town has made service worker housing a priority over the next 5 years, to increase liveability and support residential growth. Concept plans have been developed for a 76-house service worker development in South Hedland. Council requires funding to progress this opportunity, which is estimated to contribute \$152.4 million in benefits to the Hedland community over 20 years (but will only address 10% of the demand for affordable housing for service workers).

A range of other priorities to address housing needs have been adopted by the Town, including supporting pathways to home ownership and leveraging funding and multi-party agreements for land and housing development. State owned land is available for multi-density development in South Hedland, and residential development in Port Hedland could be facilitated by undertaking site works.

Challenges

- High costs of renting, buying and building mean large companies frequently opt to use a FIFO workforce or establish temporary camps to house construction workforces.
- Skills shortages within Council, including building surveyors, slows development. This issue affects many LGAs and requires state action to encourage more entrants to these professions.

Opportunities

- Large potential for tourism industry development in Port Hedland is restricted by high cost of living and comparatively low wages.
- Investment into service worker and affordable housing to support increased services and amenity, supporting liveability.
- Repurposing vacant underutilised properties for short-term or transitional accommodation.





For more information on Regional Capitals Australia, please contact the Secretariat:

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16.21 ECONOMIC DEVELOPMENT UPDATE**Author:** Economic Development Manager**Authoriser:** Aaron Johansson, Chief Executive Officer

Attachments:

1. **Goulburn Mulwaree Economy 2023** [↓](#) 
2. **Auburn Street Occupancy Vacancy - Quarterly Audit** [↓](#) 
3. **Unemployment Rate** [↓](#) 

Link to Community Strategic Plan:	10. Our Economy EC5 Encourage collaboration between businesses, government, and training providers to develop employment and training opportunities for young people in the region.
Cost to Council:	Nil
Use of Reserve Funds:	Nil

RECOMMENDATION

That the Economic Development Update Report from the Economic Development Manager be received.

BACKGROUND

On Monday 6 May 2024 councillors attended a presentation on the State of the Regions from .ID Informed Decisions.

This report included an overview of the current economic climate of the Goulburn Mulwaree LGA.

Below is a summary of the report outcomes and an update on economic development activities. The demographic analysis and data in the report is derived from Censuses of Population and Housing, the Australian Bureau of Statistics, and Small Area Labour Market data.

REPORT

Goulburn Mulwaree LGA recorded growth of \$171m in the 2022-2023 year. This growth equated to 8.2% and exceeded the NSW rate of 3.8%. The region has recorded strong growth year on year since 2014.

Jobs growth was 7.5% compared to NSW 5.7% with an additional 1,150 jobs added during 2022-2023. It is worth noting that these are filled positions and do not take into account job vacancies.

The 5-year growth figures highlighted the successes of the construction, health and social assistance and manufacturing industries.

Manufacturing in Goulburn Mulwaree grew faster than the NSW average and there were an additional 200 jobs in the past 12 months.

There is increasing demand for products and services from our region due to our location to major centres, ports, and airports. This is also driving interest from businesses looking to relocate to our region.

With returning flights to/from Canberra comes international export and import opportunities and we are working with state and ACT counterparts to increase capabilities of our existing businesses to expand into this area. This also provides a unique selling point in promoting investment for new industries.

Whilst the opportunities are significant, we do have constraints around employment and housing/accommodation.

The employment data for December 2023 recorded an unemployment rate of 2.6%. This reduced from 3.2% previously recorded in September 2023. This is below both regional NSW and Australia at 2.9% and 3.7% respectively.

There remain challenges in the retail and hospitality sectors as well as trades and manufacturing to expand with the growth in these industries.

With accommodation, there has been some relief from the previous 0.93% residential vacancy rates, but these are still very low at under 2%.

Whilst in previous years there has been minimal net movement in the GST registered business numbers, the latest figures show a decline of 36 businesses during the period to 30 September 2023. There are other factors that can impact a decline in this area and these figures should be considered in conjunction with other factors such as CBD vacancy rates to provide an accurate picture.

The strong employment rate may account for some of this reduction. With strong jobs growth, some business owners may choose to return to paid employment in line with the current skills shortage. This is particularly true for businesses which may have been supplementary to their primary income.

The vacancy rate for Auburn Street business premises increased slightly from 10.6% to 11.7% at 31 March 2024. For context, this is a net increase of 2 additional vacant shops.

Goulburn Square occupancy remains strong with only 2 vacancies – one recent vacancy in the food court and the other left by the amalgamation of Westpac and St George Banks. Goulburn Marketplace has remained the same with the recently constructed 4 shopfront sites vacant.

While we are mindful and monitoring these numbers, we note that the latest Business Confidence Index results for our region show that business confidence has risen for the third quarter straight. With the decision by the Reserve Bank to hold interest rates in May, we are expecting no change for the coming month.

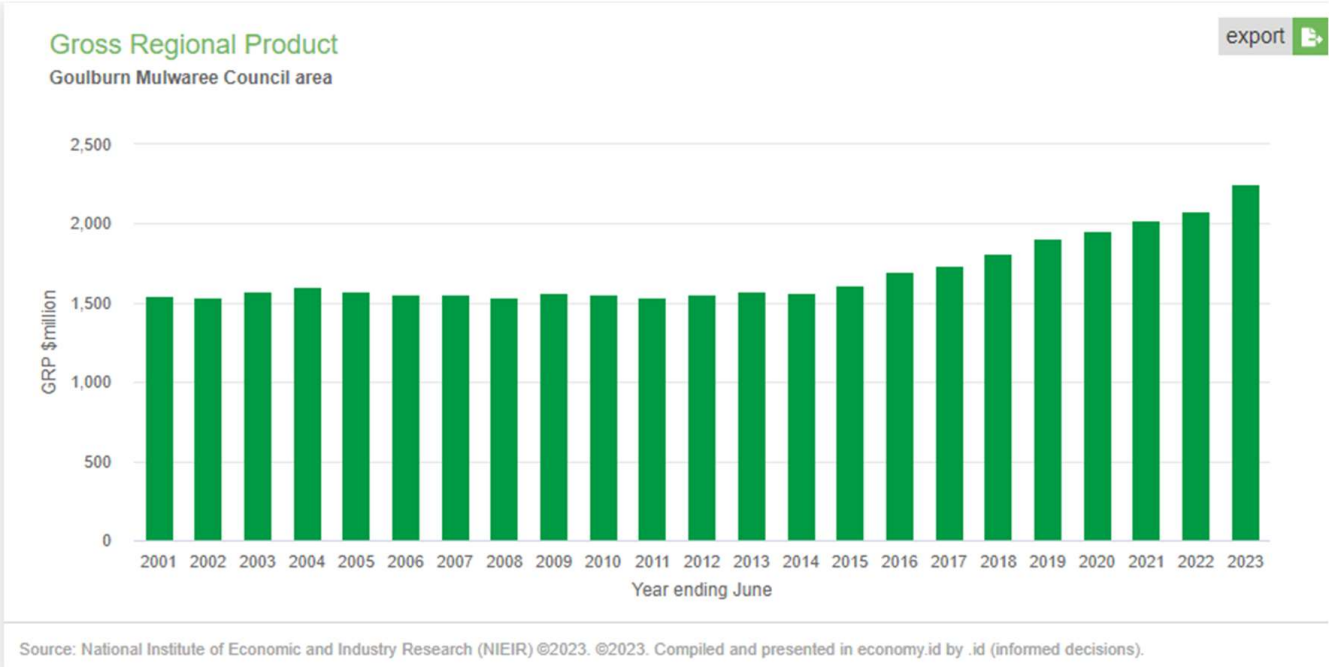
CONCLUSION

The Goulburn Mulwaree region has seen strong growth since 2014 a variety of industry sectors and strong population growth.

We are aware of challenges around accommodation and employment and continue to work with a variety of stakeholders to support projects to improve capacity in these areas.

Understanding the skills of the future for Goulburn Mulwaree is important to continue strong levels of growth and this is a continuing focus.

Goulburn Mulwaree economy 2023

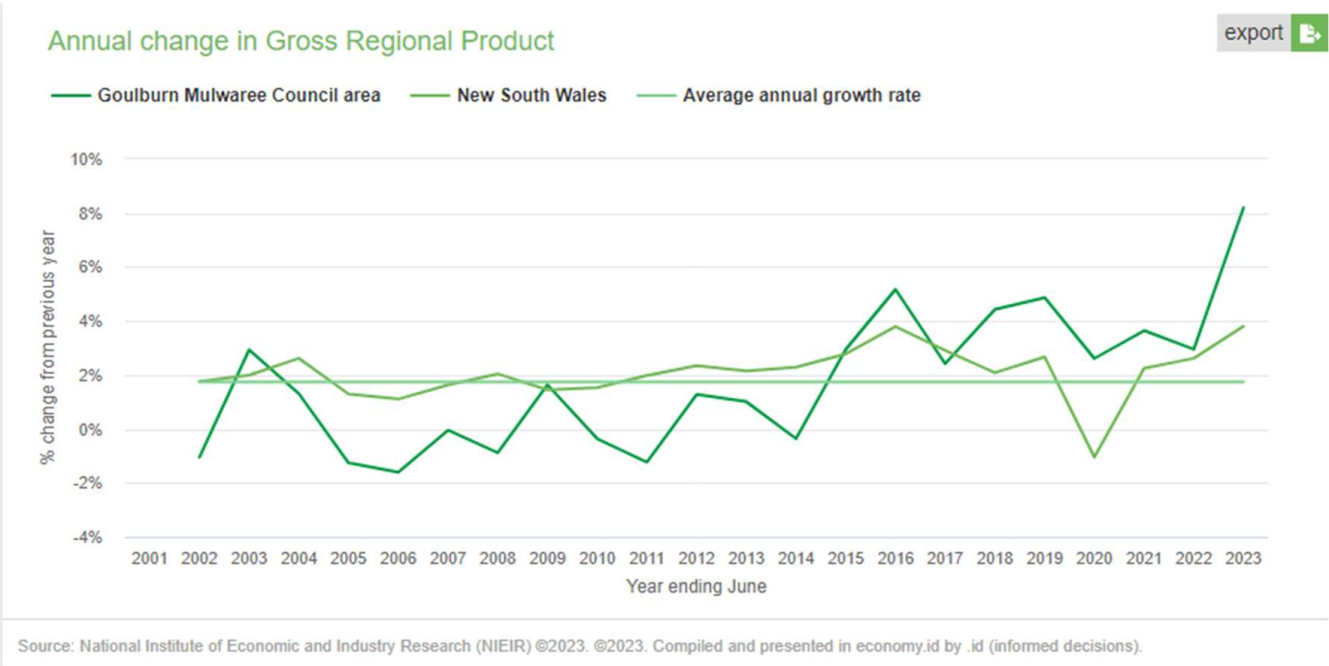


Strong growth, year on year since 2014

Growth between 2022 and 2023 - \$171 million

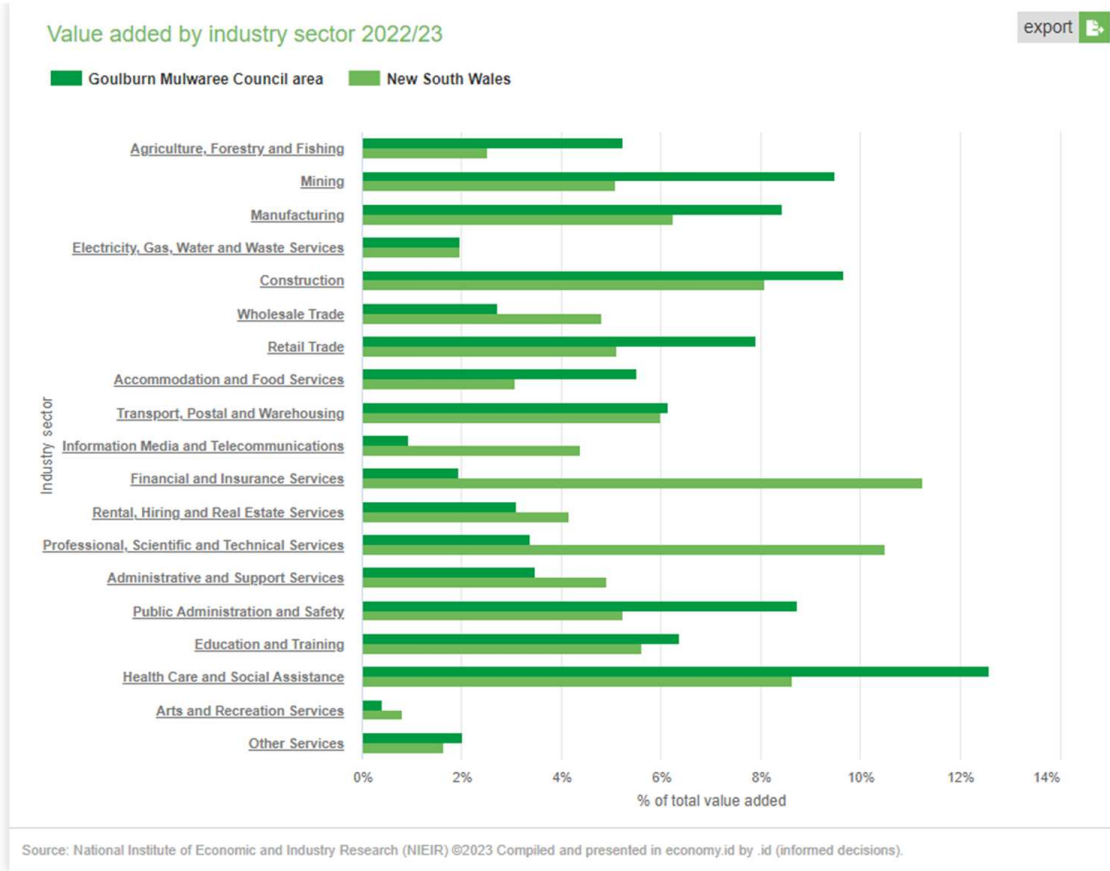


Goulburn Mulwaree economy 2023



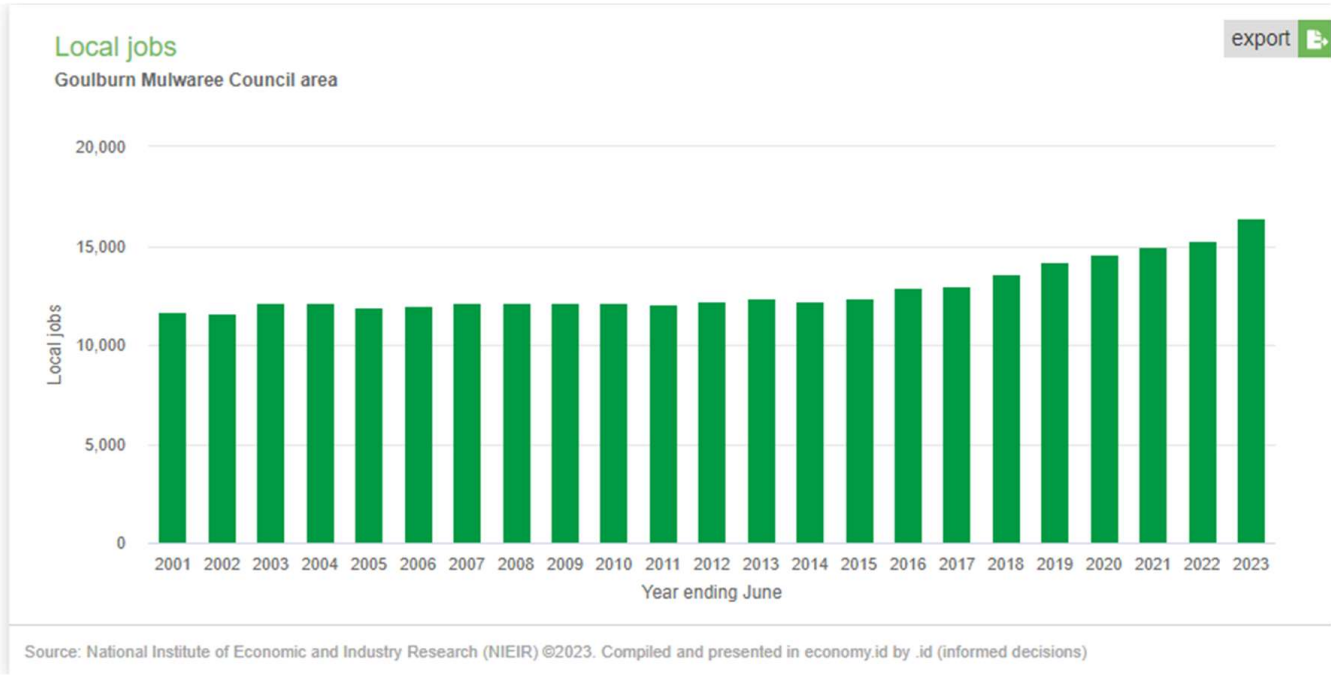
Growth rate higher than the State (8.2%>3.8%)

Goulburn Mulwaree industry value add



Health Care and Social Assistance, Construction and Mining highest value add in the Shire

Goulburn Mulwaree local jobs



Year on year jobs growth since 2014

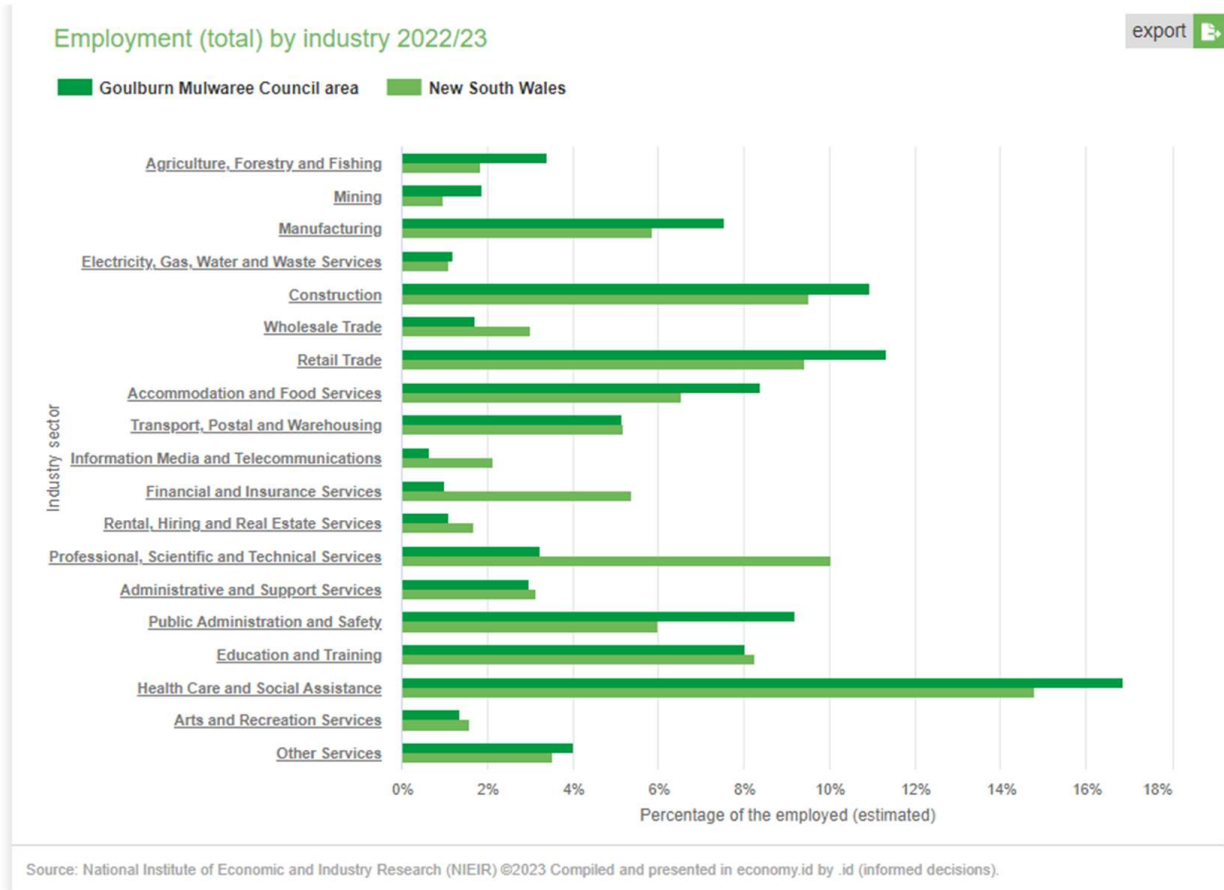
2022 jobs 15,270 compared to 2023 jobs 16,420 (+1,150 jobs)

Goulburn Mulwaree local jobs



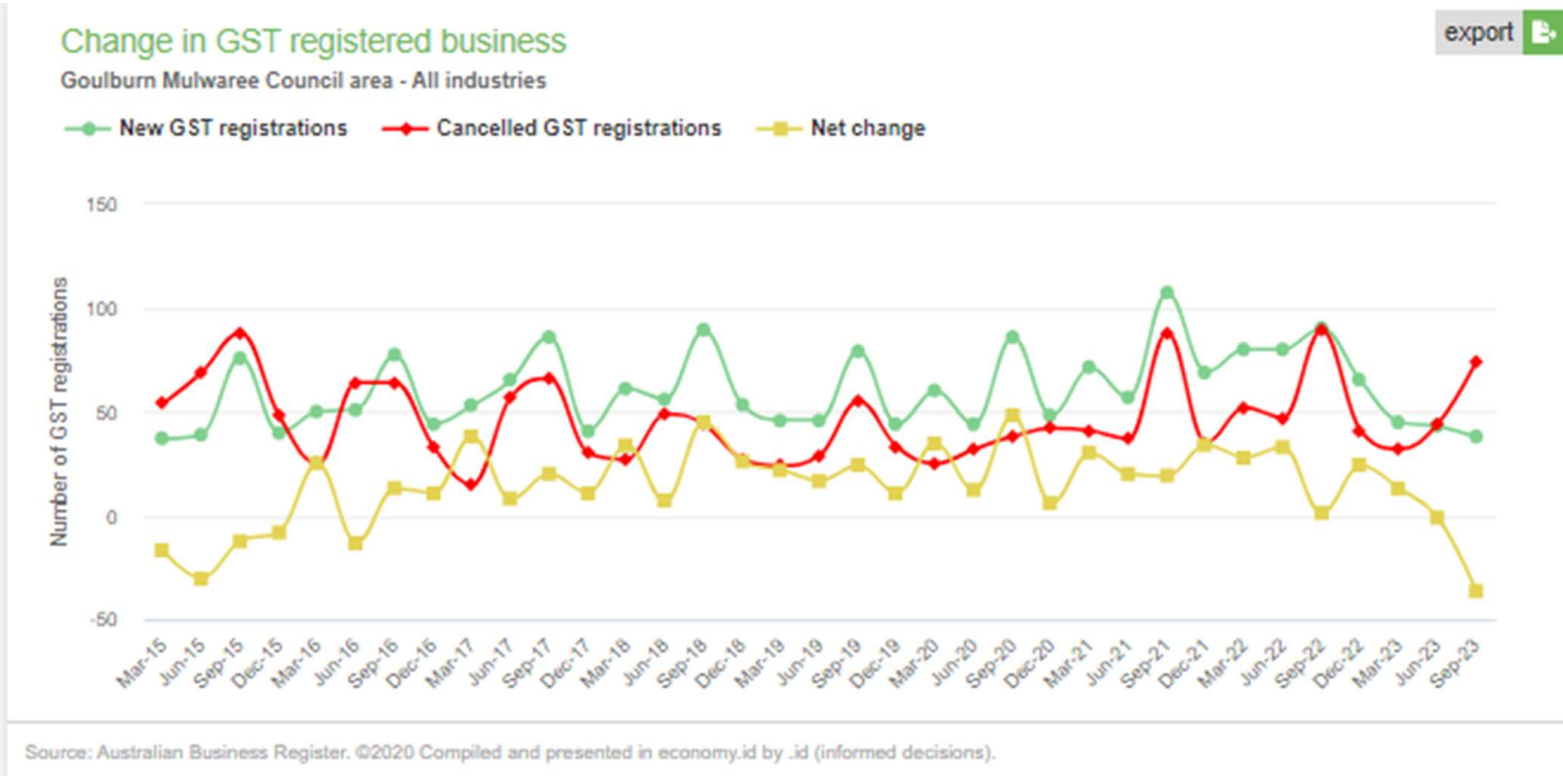
Goulburn Mulwaree
Jobs growth of 7.5%
compared to 5.7% for
NSW

Goulburn Mulwaree employment by industry



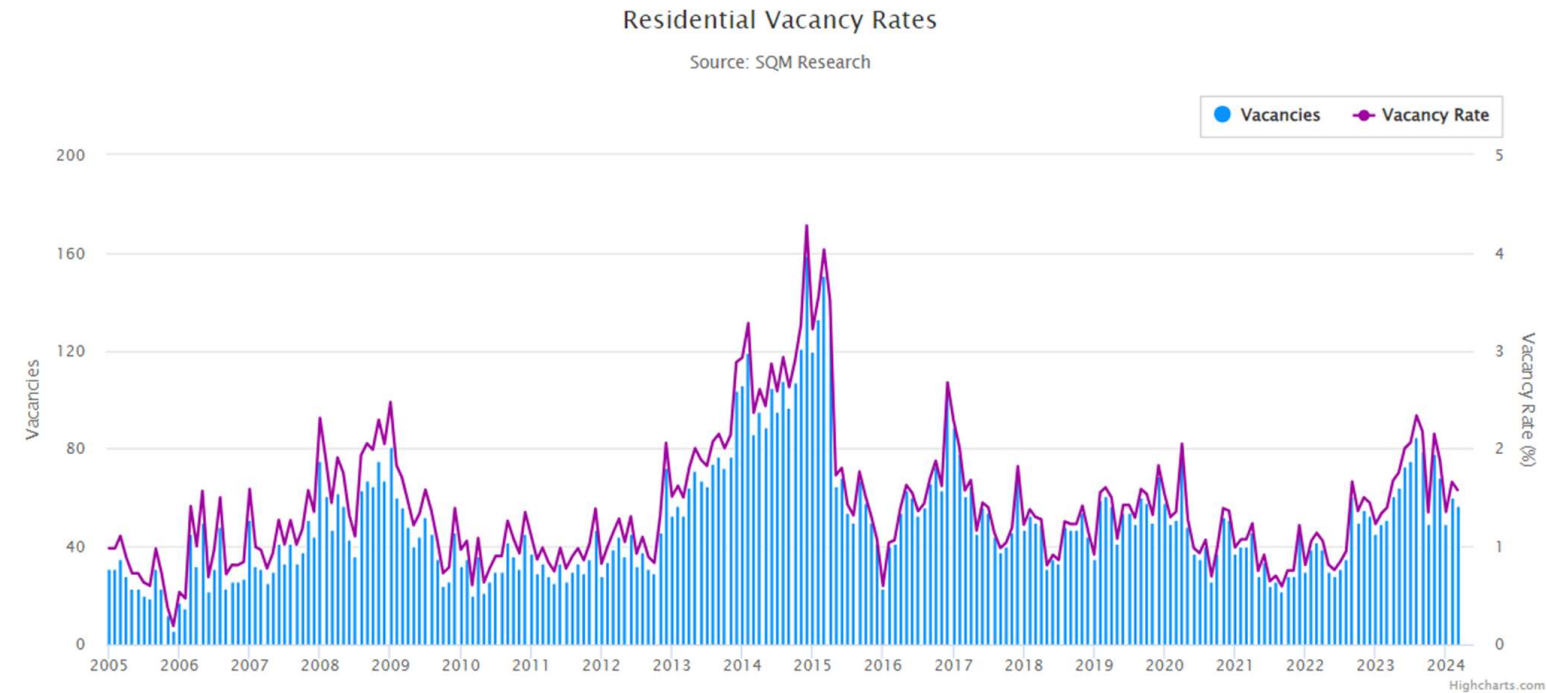
Health Care and Social Assistance, Retail Trade and Construction highest number of jobs in the region

Registered Businesses Goulburn Mulwaree

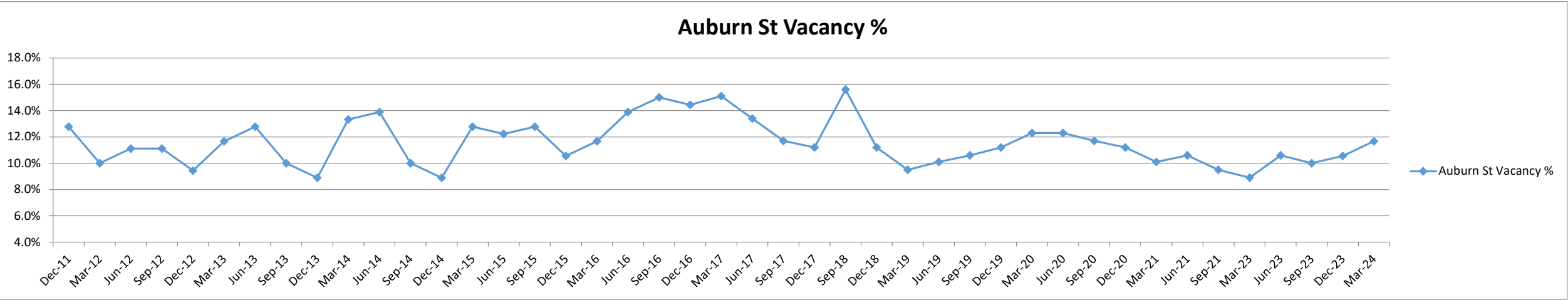


Some relief on vacancy rates but still very low (under 2%)

RESIDENTIAL VACANCY RATES
POSTCODE 2580



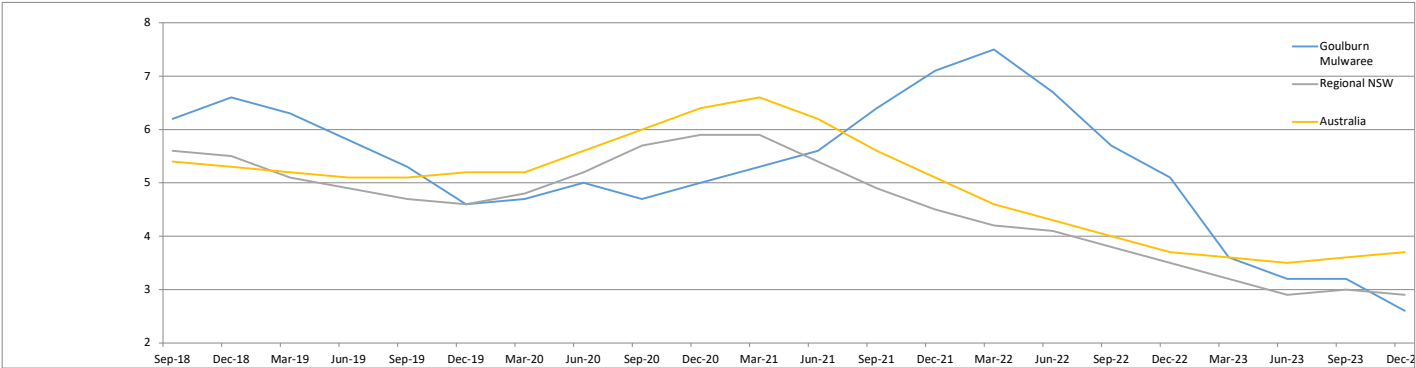
Auburn Street Occupancy/Vacancy - Quarterly Audit



Unemployment Rate (%)

	Sep-18	Dec-18	Mar-19	Jun-19	Sep-19	Dec-19	Mar-20	Jun-20	Sep-20	Dec-20	Mar-21	Jun-21	Sep-21	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23
Goulburn Mulwaree	6.2	6.6	6.3	5.8	5.3	4.6	4.7	5	4.7	5	5.3	5.6	6.4	7.1	7.5	6.7	5.7	5.1	3.6	3.2	3.2	2.6
Regional NSW	5.6	5.5	5.1	4.9	4.7	4.6	4.8	5.2	5.7	5.9	5.9	5.4	4.9	4.5	4.2	4.1	3.8	3.5	3.2	2.9	3	2.9
Australia	5.4	5.3	5.2	5.1	5.1	5.2	5.2	5.6	6	6.4	6.6	6.2	5.6	5.1	4.6	4.3	4	3.7	3.6	3.5	3.6	3.7

* Small Area Labour Market data
issued by DEEWR



16.22 AUDIT AND RISK IMPROVEMENT COMMITTEE MINUTES**Author:** Chief Executive Officer**Authoriser:** Aaron Johansson, Chief Executive Officer

Attachments:

1. **ARIC Minutes 7 June 2023** [↓](#) 
2. **ARIC Minutes 19 September 2023** [↓](#) 
3. **ARIC Minutes 12 December 2023** [↓](#) 
4. **ARIC Minutes 12 March 2024** [↓](#) 

Link to Community Strategic Plan:	28. Our Civic Leadership CL4 Actively investigate and communicate funding sources and collaboration opportunities that can strengthen the region.
Cost to Council:	The cost associated with all audit requirements is allocated from Council's General Fund.
Use of Reserve Funds:	Nil

RECOMMENDATION

That the report from the Chief Executive Officer on the Audit and Risk Improvement Committee Meeting Minutes be received.

BACKGROUND

All councils and joint organisations are required under section 428A of the *Local Government Act 1993* to have an audit risk and improvement committee from the 4 June 2022.

Council has established its Audit and Risk Improvement Committee in conjunction with the Canberra Region Joint Organisation (CRJO).

REPORT

Please find attached the minutes from the Audit and Risk Improvement Committee Meetings held on the 7 June 2023, 19 September 2023, 12 December 2023 & 12 March 2024. These minutes have been endorsed by the Audit and Risk Improvement Committee which is chaired by External Auditor Stephen Coates and is provided to Council for noting.

The next meeting of the Audit and Risk Improvement Committee will take place on the 27 June 2024 in Goulburn. Minutes from that meeting will be provided to Council at a future meeting.



CANBERRA REGION
JOINT ORGANISATION

Audit Risk & Improvement Committee Minutes

7 June 2023



ARIC Meeting Minutes
 Wednesday, 7 June 2023
 10am-3pm
 Goulburn Mulwaree Council Chambers

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CANBERRA REGION
JOINT ORGANISATION

ARIC Meeting Minutes
Wednesday, 7 June 2023
10am-3pm
Goulburn Mulwaree Council Chambers

VOTING ATTENDEES	
Independent Member (Chair)	Stephen Coates
Independent Member	Diana Hamono
Independent Member	Rachel Harris
Independent Member	Bryce McNair
NON-VOTING ATTENDEES	
Goulburn Mulwaree Council	Aaron Johansson, Chief Executive Officer
Goulburn Mulwaree Council	Ben Todkill, Business Manager Finance & Customer Service
Goulburn Mulwaree Council	Steve Ruddell, Deputy Mayor
Upper Lachlan Shire Council	Alex Waldron, Chief Executive Officer
Upper Lachlan Shire Council	Andrew Croke, Director Finance & Admin
Upper Lachlan Shire Council	Jonathan Blake, Chief Financial Officer
Upper Lachlan Shire Council	Paul Cullhane, Councillor
Yass Valley Council	Chris Berry, Chief Executive Officer
Yass Valley Council	Lynette Safraneck, Director Corporate & Community
Yass Valley Council	Adrian Cameron, Councillor
CRJO	Warwick Bennett, Chief Executive Officer
GUESTS	
Audit Office NSW	Lisa Berwick, Director Financial Audit
Audit Office NSW	Reiky Jiang, Financial Audit
CRJO	Paul Fitzsimons, Manager Internal Audit
Ernst & Young	Irene Tzavaras, Partner
Ernst & Young	Trisha Dalmia,
Ernst & Young	Andrew Webber, Director



ARIC Meeting Minutes
Wednesday, 7 June 2023
10am-3pm
Goulburn Mulwaree Council Chambers

1. Opening Meeting

The Chairperson, Stephen Coates opened the meeting at 10.05am.

2. Welcome & Acknowledgement of Country

The Chairperson, Stephen Coates welcomed members and guests and made an acknowledgment of country.

Agreed to accept matters by consensus.

3. Apologies

The Chairperson, Stephen Coates called for any apologies. ARIC resolved to accept any apology and grant leave of absence.

- Brendan Hollands, Director Corporate Services, Goulburn Mulwaree Council

4. Disclosure of Interest

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

- Nil

5. Confirmation of Minutes

5.1. Confirmation of Previous Minutes

23/06 – 01

That the ARIC note the Joint ARIC Draft Minutes 20 March 2023.



ARIC Meeting Minutes
 Wednesday, 7 June 2023
 10am-3pm
 Goulburn Mulwaree Council Chambers

6. Actions Arising

No.	Description	Responsible Person	Target Date	Completion Date
1.	Distribute link to ARIC meeting guidelines.	Hayley Chapman	30 June 2023	
2.	Distribute separate reports for confidentiality.	Hayley Chapman	All future Meetings	
3.	1 general agenda and 5 separate agenda		September 2023	
4.	Individual internal audit plan per each Council and refer to the ARIC	Paul Fitzsimons		
5.	Presentation to the Committee on Shared ARIC confidentiality arrangements	Nadine Clarke	TBA	
6.	Audit Office requests to keep Engagement Letters as confidential to the specific Council	Hayley Chapman	All future Meetings	
7.	Circulate ARIC terms of reference	Paul Fitzsimons	September 2023	
8.	Circulate CRJO ARIC Charter	Paul Fitzsimons	September 2023	
9.	JO Board elect member to attend ARIC	Warwick Bennett		
10.	List of out of session items	Hayley Chapman		
11.	Arrange meeting invites	Nadine Clarke	September 2023	August 2023
12.	Table the list of the actions arising from previous meeting	Hayley Chapman	September 2023	August 2023
	Copy of fin state and audit letter for CRJO 2022 and management letter for 2022. 2023 engagement letter to be sent through			
13.	Paul Culliane CR ULSC – make sure contact details are in the invite	Nadine Clarke	September 2023	August 2023
	Track outstanding audit recommendations (external and internal) and any significant review.			
	Ensure Kathy Goulburn Audit Team is included on the invites	Nadine Clarke	September 2023	September 2023

7. Chief Executive Officer Updates

23/06 – 02



ARIC Meeting Minutes
Wednesday, 7 June 2023
10am-3pm
Goulburn Mulwaree Council Chambers

The ARIC note the briefings provided by:

- Mr Warwick Bennett, Chief Executive Officer, Canberra Region Joint Organisation,
- Mr Aaron Johansson, Chief Executive Officer, Goulburn Mulwaree Council,
- Ms Alex Waldron, Chief Executive Officer, Upper Lachlan Shire Council, and;
- Mr Chris Berry, Chief Executive Officer, Yass Valley Council.

Meeting Paused 11.11am

Meeting Resumed 11.25am

8. External Audit

8.1. Update NSW Audit Office

Lisa Berwick, NSW Audit Office provided a verbal update on the NSW Audit Office process and delays for the 2021/2022 FY audit.

8.2. Current Engagement Plan for AONSW

23/06 – 03

That the ARIC note the Current Engagement Plan for AONSW.

8.3. Report on the 21-22 FS Audits

23/06 – 04

The ARIC note the Report on the 21-22 FS Audits.

Meeting paused 12.25pm

Meeting resumed 1pm



ARIC Meeting Minutes
Wednesday, 7 June 2023
10am-3pm
Goulburn Mulwaree Council Chambers

9. Financial update

9.1. Canberra Region Joint Organisation

Matters covered under section 8

Quarterly budget update to next ARIC

And report that went to Council and the outcomes/commentary

Long term financial statements

Online meeting to discuss financial statements – confirm meeting detail with Chair

23/06 – 05

The ARIC note the Financial Update from Mr Warwick Bennett, Chief Executive Officer.

Engagement plan has not been provided.

Mr Warwick Bennett to forward engagement plan, audited accounts and statements and management plan.

9.2. Goulburn Mulwaree Council

RESOLUTION 23/06 – 06

The ARIC note the Financial Update from Mr Ben Todkill, Business Manager Finance & Customer Service.

Audited financials sent to the committee.

Management letter confirmed nothing outstanding. Mr Aaron Johansson follow up point 1.

Grants register is on track to be completed by 30 June.

Table of Council policies

How to manage Council staffing issues.

Annual engagement plan report by 30 June. Will meet schedule within the audit plan. Confirm dates.



ARIC Meeting Minutes
 Wednesday, 7 June 2023
 10am-3pm
 Goulburn Mulwaree Council Chambers

9.3. Upper Lachlan Shire Council

RESOLUTION 23/06 – 07

The ARIC note the Financial Update from Mr Andrew Croke, Director Finance & Administration.
 Lisa Berwick

- Accounting for the NSW RFS

Corporate credit card policy updated and enforced

Management Letter no comments

Engagement Letter with EY – this is in draft for Audit Fee discussion. Interim audit has commenced this week. No major changes have been made to the timetable. Build into the schedule for the report to Council to go through the ARIC.

Action – send final engagement letter.

Scott Fullerton contractor to external valuation late June and finalised by July.

Action – June 2022 Audited Financial Statements with Attachments to be distributed.

9.4. Yass Valley Council

23/06 – 08

The ARIC note the Financial Update from Ms Lynette Safranek, Director Corporate & Community.

Management Letter –

- RFS Assets
- Developer bonds almost completed
- Monthly reconciliations were done manually, investigating to rectify
- Journals need to be done manually, working with system provider
- Monthly reconciliations to sign off
- Crown land
- Classification capital works, month is not achievable. To do on a quarterly basis
- Review tip administration

Copy of finalised management letter to be distributed. Engagement letter to be distributed.

Resolved timeframe to commence in next two weeks.

- Contractor for the CFO and Accountant will assist to meet deadlines.

Quarterly budget review statement noted.

Paused for lunch 12.23



ARIC Meeting Minutes
 Wednesday, 7 June 2023
 10am-3pm
 Goulburn Mulwaree Council Chambers

10. Commonwealth Financial Statement

23/06 – 09

The ARIC note the Commonwealth Financial Statement Template Signoff.

11. Dates for Future Meetings

The below dates are proposed for future ARIC Meetings:

- Talk to Mr Paul Fitzsimmons / Internal Audit
- 9 August 2023 (normal) (9.30 – 3)
- 20 September 2023
- 12 December 2023
- 20 March 2024

Internal Audit update – project management audit underway and next is procurement. Currently occupied with the Snowy Monaro Council

Share internal audit schedule with the ARIC?

Understand current reports and current assessments that have already been reviewed so the ARIC understand where to focus

12. Confidential Matters

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

13. Close

The Chairperson, Stephen Coates closed the meeting at 2pm.



**CANBERRA REGION
JOINT ORGANISATION**

Regional leadership connecting our communities

MEETING MINUTES

Tuesday, 19
September 2023
1145 Am to 1:30pm
Gunning Council
Chambers

AUDIT RISK & IMPROVEMENT COMMITTEE

GOULBURN



ARIC Meeting Minutes
 Tuesday, 19 September 2023
 11:45am – 1:30pm
 Gunning Council Chambers

VOTING ATTENDEES	
Independent Member	Stephen Coates - CHAIR
Independent Member	Diana Hamono
Independent Member	Rachel Harris
Independent Member	Bryce McNair
NON-VOTING ATTENDEES	
Goulburn Mulwaree Council	Brendan Hollands, Business Manager Finance & Admin
Goulburn Mulwaree Council	Ben Todkill, Business Manager Finance & Customer Service
Goulburn Mulwaree Council	Maria Timothy, Business Manager Governance
Goulburn Mulwaree Council	Steve Ruddell, Councillor
ATTENDEES	
Audit Office NSW	Cathy Wu, Financial Audit



ARIC Meeting Minutes
 Tuesday, 19 September 2023
 9:45am – 11:30am
 Gunning Council Chambers

1. Open Meeting

The Chairperson Stephen Coats, opened the meeting at 11:51am

2. Welcome & Acknowledgement of Country

The Chairperson, Stephen Coates welcomed members and guests and made an acknowledgment of country.

Agreed to accept matters by consensus.

3. Apologies

The Chairperson, Stephen Coates called for any apologies. GMC ARIC resolved to accept any apology and grant leave of absence.

Paul Fitzsimons, Internal Audit CRJO
 Aaron Johansson, CEO Goulburn Mulwaree Council

4. Disclosure of Interest

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

- Nil

5. Confirmation of Minutes

5.1 Confirmation of Previous Minutes

19/09 - 01

That the ARIC note the Joint ARIC Draft Minutes 7 June 2023 were missing:

- Audited Financials (Sent & not provided, Lodged December 2022) To be sent in DRAFT
- Table of Council Policies – Policy registers Review (Following 2024 Elections new policies will be due



ARIC Meeting Minutes
 Tuesday, 19 September 2023
 9:45am – 11:30am
 Gunning Council Chambers

5.1 Actions arising

No.	Description	Responsible Person	Target Date	Completion Date
1.	Individual internal audit plan per each Council and refer to the ARIC	Paul Fitzsimons	Defer December	
2.	Presentation to the Committee on Shared ARIC confidentiality arrangements	Stephen Coats (meeting with ICAC)	TBA	
3.	Circulate ARIC terms of reference	Paul Fitzsimons	Defer December	
4.	Circulate CRJO ARIC Charter	Paul Fitzsimons	Defer December	
5.	List of out of session items	Nadine Clarke	Ongoing	
6.	Arrange meeting invites	Nadine Clarke	September 2023	On-going
7.	Track outstanding audit recommendations (external and internal) and any significant review.	Paul Fitzsimons	Defer December	
8.	Create ARIC Charter	Nadine Clarke	December	November
9.	Set up short online meeting before going to Council for Audit	Each Council & Nadine Clarke	As needed	
10.	Contact GM's EA's to schedule Meeting requests – Table for each Council	Nadine Clarke	Ongoing	

6. ARIC Program Actions

19/09 –

The ARIC discussed

- Ascertain where should the minutes and reports go
- ARIC Report and Calendar – Nadine to complete in accordance with the Charter and Terms of Reference to be clear on what is needed for reporting
- Future reporting on the meeting, how it went, Was it useful
- Quarterly Report and future meeting dates – Outlined in 11. Annual Planner
- Online 4/10/2023 GMC Financial Review (2 weeks before) and again after Audit
- Indexation DRAFT has been received by EY, Feedback to be provided



ARIC Meeting Minutes
Tuesday, 19 September 2023
9:45am – 11:30am
Gunning Council Chambers

7. CEO Update

No update to present – Defer to December (This will need to cover the last 6 months)

8. Emerging Risk Discussion (Independent)

The Chair, Stephen Coats noted he would like this section to be “Risk Management Update”

The independent members discussed things that they are seeing that may be useful for Councils to consider. The following items were noted:

- Activism – Community Actions, Groups bonding together
- Cost of inflation – Financially Sustainable, Deliverables beyond
- Workforce – Flu Vaccines
- APS Increase – Higher than last few cycles
- Housing costs – Not always cheaper
- Cyber
- Council Vacancies - Eg. Wagga has 80
- SRV

9. Financial update

Updates provided

19/09 – Brendan advised:

- Rate Variation 40% and community advice, impacts if not approved. An update will be provided 12/12/2023 on the result of the consultation
- Mayoral Election 19/09/2023
- Insurance and legals
- Cyber, Crowd strike and Facebook hacked

Brendan to send through:

- Strategic Asset Management Plan
- Organisational Strategy Review and Report



ARIC Meeting Minutes
 Tuesday, 19 September 2023
 9:45am – 11:30am
 Gunning Council Chambers

Maria Timothy Advised:

- Risk Management Framework
- Strategic Risk Register
- Register if outstanding insurance claims (Forward to Nadine to share)

Ben Todkill provided a financial update:

- Audit is behind schedule slightly, On track for end of October (Extension)

The Chair provided a list of what ARIC need to see in reports

- Quarterly budget update (The last set that went to Council and advice if provided)
- Financials to Council
- Asset management plans
- Valuations
- Audit timing
- Program of works

10. External Audit

Update provided by Cathy Wu

19/9 –

- Engagement Plan previously presented
- The Audit is progressing, will be assessed in a number of weeks to see if an extension is required and will be in contact. Acknowledges cooperation
- Published reports noted
- Annual work program; Cyber Security, Road Management and Costal Management
- EY Office update



ARIC Meeting Minutes
Tuesday, 19 September 2023
9:45am – 11:30am
Gunning Council Chambers

11. Internal Audit

No update to present – Defer to December (This will need to cover the last 6 months)

Annual Planner

19/9 –

Next Meeting: 4/10/2023 - 12/12/2023

- 30/1/2024 (Quarterly Budget Update)
- 23/4/2024
- 30/7/2024 (add 1hr out of session meeting for audit financial statements)
- 29/10/24 (add 1hr out of session meeting for audit financial statements)
- 21/1/25 (2 x 1hr separate meetings for financials unless they line up)

The Chair, Stephen Coats provided the following list that the ARIC Committee would like to see updates on:

- Capital Works Program
- People and Culture – Vacancies
- Governance, Risk and Compliance
- Community Spaces
- IT & Cyber Security
- Project Execution

Meeting Recap

The Chairperson, Stephen Coates raised the question – Was there something of value that stood out during this meeting; The Chair Stephen Coates will use this information in his presentation to the elected body (yearly).

The comments provided were:

- Having 1 Council only attend the meeting is more personable and created a better understanding of issues and allowed more transparent conversations
- Communicating expectations is improved
- Changes the thought process, Good to see the independents perspective
- Guidance on expectations and reporting gave a lot of clarity



ARIC Meeting Minutes
Tuesday, 19 September 2023
9:45am – 11:30am
Gunning Council Chambers

Confidential Matters

- Nil

Close

The Chairperson, Stephen Coates closed the meeting at 1:31pm

ARIC Meeting minutes accepted:

ARIC Chair - Stephen Coats

Date: _____



**CANBERRA REGION
JOINT ORGANISATION**

Regional leadership connecting our communities

MEETING MINUTES

Tuesday, 12
December 2023
1:30pm to 3:15pm
CRJO Offices

AUDIT RISK & IMPROVEMENT COMMITTEE

GMC



GMC ARIC Meeting Agenda
 Tuesday, 12 December 2023
 1:30pm – 3:15pm
 CRJO Offices

VOTING ATTENDEES	
Independent Member	Stephen Coates - CHAIR
Independent Member	Diana Hamono
Independent Member	Rachel Harris
Independent Member	Bryce McNair (Online) 1:37pm
NON-VOTING ATTENDEES	
Goulburn Mulwaree Council	Aaron Johansson, Chief Executive Officer
Goulburn Mulwaree Council	Brendan Hollands – Director Corporate & Community Services (Online)
Goulburn Mulwaree Council	Steve Ruddell, Deputy Mayor (Online)
Goulburn Mulwaree Council	Scott Martin, Director Environment & Planning (Online)
Goulburn Mulwaree Council	George Angelis, Director Operations (Online)
Goulburn Mulwaree Council	Elise Jackson, Business Manager Human Resource
Goulburn Mulwaree Council	Marina Hollands, Director Utilities (Online)
CRJO	Paul Fitzsimons, Internal Audit
CRJO	Hayley Chapman, Director Corporate Services
Audit Office NSW	Cathy Wu, Financial Audit (Online) 2:05pm



GMC ARIC Meeting Agenda
Tuesday, 12 December 2023
1:30pm – 3:15pm
CRJO Offices

1. Opening Meeting

The Chairperson, Stephen Coates opened the meeting at 1:34pm

2. Welcome & Acknowledgement of Country

The Chairperson, Stephen Coates welcomed members and guests and made an acknowledgment of country.

3. Apologies

The Chairperson, will call for any apologies. GMC ARIC will resolve to accept any apology and may grant leave of absence.

Elise Jackson, Business Manager Human Resources

4. Disclosure of Interest

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

The ARIC Agree to accept items by consensus.

NIL

5. Confirmation of Minutes

Minutes from the previous ARIC Meeting on 12/12/2024 be received and noted, Agreed by Consensus.



GMC ARIC Meeting Agenda
 Tuesday, 12 December 2023
 1:30pm – 3:15pm
 CRJO Offices

5.2 Actions arising

No.	Description	Responsible Person	Target Date	Completion Date
1.	Individual internal audit plan per each Council and refer to the ARIC	Paul Fitzsimons	Defer December	March
2.	Circulate ARIC terms of reference For each entity (signed and approved)	Paul Fitzsimons	Defer March	
3.	Circulate CRJO ARIC Charter	Paul Fitzsimons	Defer March	
4.	Arrange meeting invites	Nadine Clarke	Next Meeting	
5.	Track outstanding audit recommendations (external and internal) and any significant review.	Paul Fitzsimons	Defer December	Notes
6.	Set up short online meeting before going to Council for Audit – To review Financial Statements, endorse for Council and approve for external auditor. Work back from audit due date.	Each Council & Nadine Clarke	As needed	
7.	Receive Amendment ARIC Regulation 2023 – Attached Standouts – Coverage from int auditor is directed by ARIC	GMC ARIC	12/12/2023	12/12/2023
8.	Make “out of session “as an agenda item	Nadine	March 2024	
9.	Circulate a list of items from review that lead to improvement – Provide report and implementation	(From Bryce) Discussed		
10.	WHS on every agenda – All Councils	Nadine	March 2024	
11.	Risk in focus survey to be sent out	ARIC Chair	March 2024	



GMC ARIC Meeting Agenda
Tuesday, 12 December 2023
1:30pm – 3:15pm
CRJO Offices

6. CEO Update

Receive and note CEO Update

ARIC Discussed:

- Mr Aaron Johansson, CEO Goulburn Mulwaree Council provided a verbal update
- GMC Audit is being finalised, discussed that it has not been serviced well enough by Auditors, not meeting deadlines. 2nd extensions 24/12 from OLG with controls in place. Mr Aaron Johansson is unhappy with this outcome.
- SRV – Resolved to undertake in September 2023, Community were consulted with: 3-year option 51.2% over 3yrs – Required to intervene on assets. Inability to wait until next term of council. CEO Aaron Johansson advised the Emergency services levy was the breaking point. Resolved to move forward. IPART 5/2 (back March) resolved by May for final determination.

Questions

No questions – 15 mins confidential meeting at 3 pm mentioned.

7. Financial update

Receive and note Finance Update - Director

ARIC Discussed:

- Brendan Hollands, Director Corporate & Community Services provided a verbal update
- Recapped on the audit and draft closing report. GMC Are working through to provide feedback. Extraordinary meeting Thursday 13/12/23 for sign off. Hoping for report to be received in the following week, should this not occur it will be past 5-week statutory deadline.
- September budget review – Tidying up contract assets and liability. Adjusting budget moving towards 24/25 budget – Have begun preparations and due by Christmas. 2 x pending success with IPART.
- Long-term financial plan on exhibition in September. Revised and updated document to Council in the following week. Re-modelled based on SRV decision and extra depreciation.



GMC ARIC Meeting Agenda
Tuesday, 12 December 2023
1:30pm – 3:15pm
CRJO Offices

Questions

Stephen Coates - General fund deficit? SRV? 10, deficit > 3 yrs 28/29 surplus and will also put money in to capital works

Bryce McNair – Without the fund you would be in an unpleasant situation. Why are the legal fee's so high? Brendan advised Scott Martin can advise to that – SM, Biggest cost is Class 4 development (Land environment court 3rd party appeal) 2 Parties – Council are a 2nd respondent.

(Bryce McNair) How much longer? The matter will be heard in the Supreme Court – March or April to find out where this is going to land? Also, Lack of staff in specific roles, Services of a storm water engineer is also a substantial cost in needing to defend in Court.

Brendan Hollands – Ongoing, more cases appear due to high and big developments that cause issues.

Provide a legal update in March –

Stephen Coates - Long Term Financial Plan – April or March? Updated on exhibition, a 3rd scenario is to be approved. Alongside or a month later than the operation plan in April – This needs to come back through ARIC for visibility.

Tender valuations and asset reporting by February and valuation in March – Concurrently. (2-3 Months earlier)

Stephen Coates – Councilor do you have any comments on update? – Deputy Mayor Steve Ruddell replied, Brendan steers a good ship along with staff. All is as received by Councilors

8. External Audit

RECOMMENDATION

- That the verbal update was provided from Cathy Wu
- Completed, draft report provided yesterday. A number of outstanding items from extension, The valuer is still required and tying up no disclosures. Report should be provided by 19 or 20 December so that Council can meet deadlines.
- Closing report tabled next meeting and outline results – Key risk identified. Indexation, Fixed assets, IT Cyber Security, Summary of mis-statements (Took up most time) some have remained un-corrected but accepted that they are not material.
- Management letter to be provided at a later stage – Paul to track down reports



GMC ARIC Meeting Agenda
Tuesday, 12 December 2023
1:30pm – 3:15pm
CRJO Offices

Brendan – March meeting (Schedule of things that need to be done and confirmation that we are on track)

9. Risk Management Update

Briefings to cover:

- How are risk identified
- Who manages the risks
- Risk Register
- Emerging Risk
- Emerging risk discussion

Receive and note

A Risk Management, Compliance and Fraud Update was provided by Maria Timothy

Question:

Can not fulfil duties if we do not receive the documents. Suggest that we review and address at next meeting.

Aaron Johansson – Review Risk registers at BM Level (Avail for next meeting)

Stephen Coates – highlighted needing to have our nose across – Risk management, ARIC for Council must monitor and review the implementation and report to Council.

Risk registers – Oversight required from yourself (Maria Timothy) or an independent review.

Maria Timothy advised once it is finalised finalised will decide who will have an oversight.

Strategic Risk register 5/12 – Latest version

Compliance Framework

PID

Fraud or Misconduct, Regulator Breeches or Legal Matters (provided)

Maria Timothy requested templates for what is due (Oversight bodies and contact) **Chair to send template**

R – Culture of dealing with fraud, Policies and interpretation (People think that they are not allowed to have fraud – What is the culture and do you work to that and provide space for staff to report etc.

Maria Timothy – Encompassed in PID an dis in code of conduct training. (Ombudsman, speaking up culture is being emphasised) Discussed process of knowing if working.



GMC ARIC Meeting Agenda

Tuesday, 12 December 2023

1:30pm – 3:15pm

CRJO Offices

Discussion around policy review and dates addressed. Table policies, how many – Council or CEO Policies. Stephen Coates to thin down Council policies to save work. Policy vs Procedure or Directive.

Emerging risks – Bryce acknowledges it is nice to have something to read. Well managed Council facing a heap of problems.

Councillor – SRV, Staff have a good handle

Risk in Focus Survey – Stephen Coates to send out Discussion had around results.

10. Capital Works

Receive and note

No updated provided

Capital works – Template (Provided by Chair)

Noted:

Diana Hamono - Report says waste scheduled to be completed march 23 – Should be 24.

11. Internal Audit

Receive and note Internal Audit Update:

- Mr Paul Fitzsimons, Internal Auditor CRJO provided an update.
- That the reports from Mr Paul Fitzsimons, Internal Auditor CRJO be received.

Questions

N/A

Comments

Paul Fitzsimons - Draft Project Management Report – Was an overview and not a deep dive report. Separate plan for each Council.

High level – Discussed. Stephen Coates Expected it to be itemised. More of the things you can hang your hat on – Recommendations to be updated

What is the top of your list and how do we schedule that? Will not be aligned unless the process is identical.



GMC ARIC Meeting Agenda

Tuesday, 12 December 2023

1:30pm – 3:15pm

CRJO Offices

What do we need to get comfort that we are delivering on our mandate and how do Council get comfort from internal Audit.

Timing -? Report will be provided by March 2024 (Report for each meeting)

Goulburn – Top of the tree.

Procurement Audit – Scoped. Wanted to add contract management but it is too ambitious so will leave as a procurement review.

Engagement Plan – Splitting out and tailored plan as bulk approach is not working. Resourcing to return to later.

Scope to be circulated, resources, timing etc. March

12. Workplan – Annual Planner

RECOMMENDATION

Discussed the need to assess what dates suit for particular items.

Stephen Coates explained process of planner, how he would like it to work to get across mandate by spreading it out.

Aaron Johansson noted he is accustomed to the ARIC Chair setting the timeline of when they want the reports.

Reports are prepared in info-council from list – Discussion around extracting from InfoCouncil and provide to secretariat.

Stephen Coates noted that you can tie in with what is being reported in Council, you are able to remove anything not relevant. 90% Effective

It is noted that CRJO Meeting eg. Board Meeting are not as organised, both meetings are quarterly – Future planning for both meetings should allow less of a cross-over.

IP&R and reporting to Council – It is noted that consistency is required

Compliance, Risk Fraud SC suggested raised for June/July (Meeting2) 2024

Diana Hamono advised against the Compliance, Risk Fraud suggestions as she would like to keep at each meeting and push out WHS and potentially other items.

Stephen Coates advised he did not give the planner the attention that it needed.



GMC ARIC Meeting Agenda
Tuesday, 12 December 2023
1:30pm – 3:15pm
CRJO Offices

13. Next Meeting

The Chairperson, Stephen Coates will advise what the ARIC Committee would like to see at the next meeting. Proposed dates were discussed below.

- 20 March 2024
- 19 June 2024
- 17 September 2024
- 19 November 2024

14. Meeting Recap

The Chairperson, Stephen Coates will recap the meeting.

No recap, discussed annual report.

15. Confidential Matters

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

16. Close

The Chairperson, Stephen Coates closed the meeting at 2:48pm.

Joint ARIC Meeting minutes accepted:

Stephen Coates, Chair

Date



MINUTES

Audit Risk and Improvement Committee (ARIC)

12 March 2024

Audit Risk and Improvement Committee (ARIC) Minutes

12 March 2024

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**MINUTES OF GOULBURN MULWAREE COUNCIL
AUDIT RISK AND IMPROVEMENT COMMITTEE (ARIC)
HELD AT THE CANBERRA REGION JOINT ORGANISATION (CRJO) OFFICE
ON TUESDAY, 12 MARCH 2024 AT 9.30AM**

1 ATTENDEES

Independent members:

- Stephen Coates (Chairperson)
- Diana Hamono
- Rachel Harris
- Bryce McNair (Via Teams)

Goulburn Mulwaree Council representatives:

- Cr Steve Ruddell – Deputy Mayor (Via Teams)
- Aaron Johansson – Chief Executive Officer
- Brendan Hollands – Director Corporate and Community Services
- Ben Todkill – Business Manager Finance and Community Services
- George Angelis – Director Operations
- Marina Hollands – Director Utilities
- Elise Jackson – Business Manager Human Resources
- Amy Croker – Office Manager to Mayor and Chief Executive Officer (Minute Taker)

Canberra Region Joint Organisation (CRJO) representatives:

- Sharon Houlihan - Chief Executive Officer
- Paul Fitzsimons – Internal Audit
- Nadine Clarke – Executive Assistant Corporate Services

Audit Office NSW representatives:

- Nicky Rajani (Via Teams)
- Greg Parkes (Via Teams)

2 ACKNOWLEDGEMENT OF COUNTRY

The following acknowledgement was made by the Chairperson.

"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 APOLOGIES

Maria Timothy, Goulburn Mulwaree Council

4 LATE ITEMS / URGENT BUSINESS

Nil

5 DISCLOSURE OF INTERESTS

Nil

Audit Risk and Improvement Committee (ARIC) Minutes

12 March 2024

6 PRESENTATIONS

Nil

7 ITEMS FOR CONSIDERATION**7.1 AUDIT, RISK AND IMPROVEMENT COMMITTEE (ARIC) MEETING MINUTES 12 DECEMBER 2023****AGREED**

That the minutes from the Audit, Risk and Improvement Committee (ARIC) Meeting held on the 12 December 2023 be endorsed.

7.2 ONGOING TASK LIST - AUDIT, RISK AND IMPROVEMENT COMMITTEE (ARIC)**AGREED**

That an Ongoing Task List for the Audit, Risk and Improvement Committee (ARIC) Meetings be established with the report being presented to each meeting for endorsement.

7.3 CHIEF EXECUTIVE OFFICER'S REPORT**AGREED**

That the Audit Risk and Improvement Committee receives and notes the information in the Goulburn Mulwaree Council's CEO's report.

7.4 CHIEF FINANCIAL OFFICER'S REPORT**AGREED**

That the Audit and Risk Committee receives and notes the information in the Goulburn Mulwaree Council's CFO's Update

QUESTIONS:

- Has the capital works plan been achieved and will it be sustainable?
Grant funded projects are being completed. Projects and capital works are being scaled back to a more sustainable level with the focus moving towards more traditional assets.
- Forecast budget is negative - Will SRV proposal address this?
Yes, however the second step is to review service levels
- Investment balances are outside benchmark.
Will be ahead of benchmark at the end of this month once investments mature.
- Reserve movements in monthly financial report
Brendan explained the nature of these reserve movements and that the movements were a common feature in Local Government accounting.

7.5 EXTERNAL AUDITOR'S REPORT**AGREED**

That the Audit Risk and Improvement Committee receives and notes the external auditor's update.

QUESTIONS:

- Can a progress report on outstanding issues be presented at the next meeting?
Yes (Added to Task List)
- Business Continuity Plan has not been tested for several years. What is the delay?
Staff vacancies have delay this task being completed. Update will be provided to the next ARIC meeting. (Added to Task List)
- There is an inconsistency in equity balances – Is there a solution?
Issue was with rounding which has been fixed now so there shouldn't be an issue moving forward.

7.6 RISK MANAGEMENT REPORT**AGREED**

That the Audit Risk and Improvement Committee receives and notes the Goulburn Mulwaree Council Risk Management Update.

QUESTIONS:

- What is the Council's degree of maturity of senior management in identifying risk?
Currently working on Business Planning and Risk Register for each Business Manager in consultation with Executive. This is planned for next 12 months.
- Next review should consider the OLG December 2023 Risk Update
Noted
- When will a risk appetite statement for Councillors be complete?
Will be completed next term of Council. This will be circulated to ARIC once completed.
- Disposition table of ARIC Guidelines incorporating the ARIC task list is to be provided to next ARIC Meeting
(Added to task list)

7.7 CAPITAL WORKS UPDATE - UTILITIES**AGREED**

That the Audit Risk and Improvement Committee receives and notes the Goulburn Mulwaree Council Utilities capital works update.

QUESTIONS:

- Comments table in attachment needs to be extended.
Noted for next report to ARIC meeting
- In future reports please highlight projects that are not on budget or are delayed.
Noted

7.8 CAPITAL WORKS UPDATE - OPERATIONS**AGREED**

That the Audit Risk and Improvement Committee receives and notes the Goulburn Mulwaree Council Operations capital works update.

QUESTIONS:

- In future reports please highlight projects that are not on budget or are delayed.

Noted

7.9 GOVERNANCE REPORT**AGREED**

That the Audit Risk and Improvement Committee receives and notes the Goulburn Mulwaree Council Governance Update.

QUESTIONS:

- Query was made in relation to ARIC members being identified as 'Designated Persons' by each Council.

Noted (Added to Task List)

- Please include legislative compliance update in next Governance Report to ARIC

Noted (Added to Task List)

7.10 WORK HEALTH & SAFETY (WHS) REPORT**AGREED**

That the Audit Risk and Improvement Committee receives and notes the information in the Goulburn Mulwaree Council Work Health & Safety Report for previous quarter.

7.11 INTERNAL AUDITOR REPORT**AGREED**

That the Committee receive and note the report from the Manager, Internal Audit.

QUESTIONS:

- Should the scope of the Internal Audit Committee be provided to the ARIC? Scope should be reviewed in relation to size and be presented to ARIC as part of future reports.

Noted

- Report on ARIC will be presented to Councillors before the end of their term

Noted

- Chairperson requested a workshop to plan strategic direction of ARIC for next 4 years

Noted (Added to Task List)

7.12 MANAGEMENT OF DA/0151/2223 – 67 GORMAN ROAD, GOULBURN**AGREED**

That the Audit Risk and Improvement Committee receive and note the report.

FEEDBACK ON MEETING FROM THE COMMITTEE:

- ARIC reports presented were well received in current format.
- In camera session was good for transparency
- The ARIC reports are well placed in terms of accuracy.
- Would encourage continued shared services including documents and resources with other CRJO Councils

Audit Risk and Improvement Committee (ARIC) Minutes

12 March 2024

TASK LIST

No.	Description	Responsible Person	Meeting Task Determined	Target Date	Completion Date
1.	Individual Councils internal audit plan be referred to ARIC	Paul Fitzsimons	December 2023	6 June 2024	Out of Session
2.	ARIC terms of reference to be endorsed by Council. Following this Committee to be notified.	Aaron Johansson	December 2023	6 June 2024	Out of Session
3.	Circulate CRJO ARIC Charter	Paul Fitzsimons	December 2023	6 June 2024	Out of Session
4.	Arrange meeting Outlook invites and email all members advising of ARIC meeting dates for 2024	Nadine Clarke	December 2023	6 June 2024	Out of Session
5.	Track outstanding recommendations including actions from management letter (external and internal) and any significant review.	Aaron Johansson	12 March 2024	6 June 2024	Ongoing
6.	Council's financial statements to be provided to the Committee prior to the September 2024 meeting as the timing of the meeting fits in well with Council's proposed external audit schedule	Brendan Hollands		17 September 2024	
7.	Receive amended ARIC Regulation 2023 – Attached Standouts – Coverage from internal auditor is directed by ARIC	GMC ARIC		Complete	Complete
8.	Make “out of session “as an agenda item	Amy Croker	December 2023	March 2024	
9.	WHS on every agenda – All Councils	Nadine Clarke	December 2023	Complete	Complete
10.	Risk in focus survey to be sent out	ARIC Chair	March 2024	Complete	Complete
11.	Internal audit scope to be drafted by CRJO	Sharon Houlihan	March 2024	6 June 2024	
12.	Move 12 September ARIC meeting to 17 September	Nadine Clarke	March 2024	6 June 2024	
13.	Report on Business Continuity Plan to be provided to next ARIC Meeting	Aaron Johansson	12 March 2024	6 June 2024	
14.	Disposition table of ARIC Guidelines incorporating the ARIC task	Sharon Houlihan	12 March 2024	6 June 2024	

Audit Risk and Improvement Committee (ARIC) Minutes

12 March 2024

15.	Include Legislative Compliance update in next Governance Report to ARIC	Maria Timothy	12 March 2024	6 June 2024	
16.	Provide draft Procurement Internal Audit report to GMC for comment	Paul Fitzsimons	12 March 2024	19 March 2024	
17.	Draft Accounts Payable Internal Audit Scope to be emailed to all Councils	Paul Fitzsimons	12 March 2024	26 March 2024	
18.	Workshop to plan strategic direction of ARIC for next 4 years	Sharon Houlihan	12 March 2024	15 May 2024	
19.	ARIC members to be formally identified as 'Designated Persons' by Council	Maria Timothy	12 March 2024	6 June 2024	Out of Session

The Meeting closed at 11.30am.

The minutes of this meeting were confirmed at the Audit Risk and Improvement Committee (ARIC) held on 6 June 2024.

.....
Stephen Coates
CHAIRPERSON

16.23 MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD ON 23 MAY 2024

Author: Director Operations

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. Minutes of the Traffic Committee Meeting held on 23 May 2024

RECOMMENDATION

That

1. The report from Director Operations in regard to the Traffic Committee minutes from Thursday 23 May 2024 be received.
2. The Traffic Committee minutes from Thursday 23 May 2024 be confirmed.
3. The report regarding the Request for a 'No Stopping Sign' at the Northwestern end of Erith Street be accepted as a late item.
4. The report on updating the mobility parking space at 56 Clinton Street is not received, as the matter involves a state road and falls under the jurisdiction of TfNSW.
5. The report from the Road Safety and Traffic Officer on the Ongoing Task List be received and the information noted. Items marked as completed will be removed from the task list.
6. The report on the programs and activities of the Road Safety Officer for April to May 2024 be received and noted.
7. The Traffic Guidance Scheme for the Convoy for Kids event on Sunday, 9 November 2024, is to be received and endorsed, subject to the following amendments: indicating 'No Right Turn' northbound on Auburn Street, installing a 'No Through Road' sign on Bungonia Road, and directing vehicles along Bourke Street with Clinton Street closed for the duration of the event.
8. The Road Occupancy Licence approval for the Convoy for Kids event for Sloane Street to be provided to TfNSW.
9. The Traffic Guidance Scheme for the Goulburn Triathlon is received and endorsed, and the emergency services are to be notified prior to the event.
10. The organisers to inform the residents through a letter box drop about the Triathlon.
11. The report for Goulburn Lilac City Festival 2024 Traffic Guidance Scheme be received.
12. The Traffic Guidance Scheme for the Goulburn Lilac City Festival event for 2024 to be held from Friday 5 October to Monday 7 October 2024 be endorsed in compliance with the Traffic Control Worksite manual and NSW Road Rules, pending Road Occupancy Licence.
13. The report for the Marian Church Parade 2024 Traffic Guidance Scheme and Traffic Management Plan be received and endorsed.
14. The proponents to inform affected residents and businesses of the temporary road closure for the Church parade, through a letterbox drop.
15. The changes to the route of the 100 Anniversary of the Australian Motorcycle Grand Prix and corresponding Traffic Guidance Schemes and Traffic Management Plan be endorsed.
16. The report on the Lions International Charity Run be received and the information noted.
17. Request for a 'No Stopping' sign at the northwestern end of Erith Street be received and endorsed.
18. A 'No Stopping' sign be installed on the southern end of Erith Street.
19. Affected residents to be informed of the installed 'No Stopping' sign through a letter box drop.

REPORT

The minutes of the Traffic Committee from its meeting 23 May 2024 .

The purpose of this report is to advise Council and seek support of the considerations and recommendations of the Local Traffic Committee.



MINUTES

Traffic Committee Meeting

23 May 2024

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**MINUTES OF GOULBURN MULWAREE COUNCIL
TRAFFIC COMMITTEE MEETING
HELD AT THE WINDELLAMA ROOM, HETHERINGTON STREET
ON THURSDAY, 23 MAY 2024 AT 9:00AM**

PRESENT: Cr Andrew Banfield, Ms Annette Perram – TfNSW, Sr Constable Hayley Upton – NSW Police, Inspector Amanda Watt – NSW Police, Mrs Tracey Norberg - Road Safety Officer GMC

IN ATTENDANCE:

Ms. Stacey Scott - PBC Bus Company, Mr. George Angelis – Director Assets and Operations GMC, Mr Justin Wakefield – ABM Technical Services GMC, Mrs. Tash Woods - EA Assets and Operations GMC and Mrs. Kiran Mishra – Administration Officer GMC (Minutes)

1 APOLOGIES

COMMITTEE RESOLUTION 2024/14

Moved: Cr Andrew Banfield

Seconded: Snr Constable Hayley Upton

That the apology received from Cr Steven Ruddell be accepted and leave of absence granted.

CARRIED

2 LATE ITEMS / URGENT BUSINESS

2.1 LATE ITEMS

ACCEPT LATE ITEM

Moved: Snr Constable Hayley Upton

Seconded: Ms Annette Perram

1. The report regarding the Request for a 'No Stopping Sign' at the Northwestern end of Erith Street be accepted as a late item, Item 5.9.
2. The report on updating the mobility parking space at 56 Clinton Street is not received, as the matter involves a state road and falls under the jurisdiction of TfNSW.

CARRIED

3 DISCLOSURE OF INTERESTS

Nil

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD ON 21 MARCH 2024

COMMITTEE RESOLUTION 2024/16

Moved: Cr Andrew Banfield

Seconded: Snr Constable Hayley Upton

That the Traffic Committee minutes from Thursday 21 March 2024 be confirmed.

CARRIED

5 ITEMS FOR CONSIDERATION

5.1 ONGOING TASK LIST

COMMITTEE RESOLUTION 2024/17

Moved: Cr Andrew Banfield

Seconded: Ms Annette Perram

That the report from the Road Safety Officer on the Ongoing Task List be received and the information noted.

Responsible Officer	Task	Report by/Status
Road Safety Officer	Investigate reduction of the speed limit to 50km from 60km at Braidwood Road at Tarago and Lake Bathurst along with intersection treatment at Wallace Street and Braidwood Road.	1 December 2023 Speed reduction has been requested through the TfNSW website. TfNSW is reviewing.
Road Safety Officer	Investigate the feasibility of reducing parking to 1 hour from the current 2 hour time and change the parking to a 45-degree angle on Clinton Street, adjacent to Quest Apartments.	The request concerns State Road, and the Council seeks to conduct direct consultation with TfNSW. Completed
Road Safety Officer	<ul style="list-style-type: none"> Road Occupancy Licence Approval for Braidwood Road to be forwarded to TfNSW. 'Road Closed' signage for Sloane Street for the Motorcycle Grand Prix. 	A Road Occupancy Licence has been applied for.
Road Safety Officer	<ul style="list-style-type: none"> TGS for the ANZAC Day Parade for Goulburn and Marulan be amended and circulated to committee members for an out-of-session endorsement via email. Road Occupancy Licence Approval for the ANZAC Day Parade is to be forwarded to TfNSW. 	Completed
Road Safety Officer	Road Occupancy Licence approval for the Tallong Apple Festival to be forwarded to TfNSW	Due to the postponement of the festival, the ROL will be lodged again in September 2024
Road Safety Officer	Obtain from Australia Post additional details regarding the required space, signage, door length, and sight distance.	The vehicle is 6.2 meters Long and 2.7 Meters wide. Sign would be the same as the one in front of the Post Office on Auburn Street stating Post Office van parking is 2.30 pm – 3:00 pm Monday to Friday.

		Photo attached. Completed
Road Safety Officer	Investigate additional speed humps at the roundabouts at Bourke Street, Bradley Street, and Verner Street.	To be discussed at the May meeting To reschedule to the Traffic Committee meeting on 21 November 2024.
Road Safety Officer	Request to explore vehicle/caravan/trailer parking options within the CBD area without displacing existing parking spots	To be discussed at the May meeting To reschedule to the Traffic Committee meeting on 21 November 2024.
Road Safety Officer	Request for a feasibility study for Blackspot funding between Campbell's Lane and Norwood Road on Middle Arm Road.	Australian Safer Roads (Black Spot) Grant funding has been approved for Middle Arm Road. Completed
TfNSW	Council to work with TfNSW and NHVR to ensure that the current travel condition restrictions on Marulan South Road between the Hume Highway and Marulan South Quarry Road are consistent with signage and the Restricted Access Vehicle (RAV) maps	23 May 2024 With the Council Road Safety Officer for consideration and liaising with NHVR to complete the form.
TfNSW	TfNSW to investigate the installation of 'Please Limit Compression Braking In Residential Areas' signage on Braidwood Road through Tarago and Lake Bathurst.	23 May 2024 The request concerns State Road, and the Council seeks to conduct direct consultation with TfNSW.

CARRIED**5.2 ROAD SAFETY AND TRAFFIC OFFICERS REPORT FOR APRIL MAY 2024****COMMITTEE RESOLUTION 2024/18**

Moved: Snr Constable Hayley Upton
Seconded: Ms Annette Perram

That the report on the programs and activities of the Road Safety Officer for April to May 2024 be received and noted.

CARRIED

5.3 TRAFFIC GUIDANCE SCHEME FOR CONVOY FOR KIDS 2024**COMMITTEE RESOLUTION 2024/19****Moved: Cr Andrew Banfield****Seconded: Snr Constable Hayley Upton****That**

1. The Traffic Guidance Scheme for the Convoy for Kids event on Sunday, 9 November 2024, is to be received and endorsed, subject to the following amendments: indicating 'No Right Turn' northbound on Auburn Street, installing a 'No Through Road' sign on Bungonia Road, and directing vehicles along Bourke Street with Clinton Street closed for the duration of the event.
2. The Road Occupancy Licence approval for Sloane Street to be provided to TfNSW.

CARRIED**5.4 TRAFFIC GUIDANCE SCHEME FOR GOULBURN TRIATHLON NOVEMBER 2024****COMMITTEE RESOLUTION 2024/20****Moved: Cr Andrew Banfield****Seconded: Snr Constable Hayley Upton****That**

1. The Traffic Guidance Scheme for the Goulburn Triathlon is received and endorsed.
2. Emergency Services are notified prior to the event and
3. The organisers inform the residents through a letter box drop.

CARRIED**5.5 TRAFFIC GUIDANCE SCHEME FOR GOULBURN LILAC FESTIVAL PARADE 2024****COMMITTEE RESOLUTION 2024/21****Moved: Cr Andrew Banfield****Seconded: Snr Constable Hayley Upton****That**

1. The report for Goulburn Lilac City Festival 2024 Traffic Guidance Scheme be received.
2. The Traffic Guidance Scheme for the Goulburn Lilac City Festival event for 2024 to be held from Friday 5 October to Monday 7 October 2024 be endorsed in compliance with the Traffic Control Worksite manual and NSW Road Rules, pending Road Occupancy Licence.

CARRIED

5.6 TRAFFIC GUIDANCE SCHEME AND TRAFFIC MANAGEMENT PLAN FOR THE MARIAN CHURCH PARADE**COMMITTEE RESOLUTION 2024/22****Moved: Cr Andrew Banfield****Seconded: Ms Annette Perram****That**

- 1. The report for the Marian Church Parade 2024 Traffic Guidance Scheme and Traffic Management Plan be received and endorsed.**
- 2. The proponents to inform affected residents and businesses of the temporary road closure, through a letterbox drop.**

CARRIED**5.7 CHANGE TO TRAFFIC MANAGEMENT GRAND PRIX EVENT****COMMITTEE RESOLUTION 2024/23****Moved: Snr Constable Hayley Upton****Seconded: Cr Andrew Banfield**

That the changes to the route of the 100 Anniversary of the Australian Motorcycle Grand Prix and corresponding Traffic Guidance Schemes and Traffic Management Plan be endorsed.

CARRIED**5.8 LIONS INTERNATIONAL CHARITY RUN****COMMITTEE RESOLUTION 2024/24****Moved: Cr Andrew Banfield****Seconded: Snr Constable Hayley Upton**

That the report on the Lions International Charity Run be received and the information noted.

CARRIED**5.9 REQUEST FOR NO STOPPING SIGN AT THE NORTHWESTERN END OF ERITH STREET****COMMITTEE RESOLUTION 2024/25****Moved: Cr Andrew Banfield****Seconded: Snr Constable Hayley Upton****That**

- 1. Request for a 'No Stopping' sign at the northwestern end of Erith Street be received and endorsed.**
- 2. A 'No Stopping' sign be installed on the southern end of Erith Street.**
- 3. Affected residents to be informed of the sign through a letter box drop.**

CARRIED

6 GENERAL BUSINESS

6.1 GENERAL BUSINESS

The following item has been raised in general business:

George Angelis

On behalf of the Traffic Committee, George extended his gratitude to Tracey Norberg and Cr Andrew Banfield for their unwavering dedication and valuable contributions to the Traffic Committee. Their tireless efforts, support, and assistance have been instrumental in ensuring the Goulburn Mulwaree Local Government Area was provided with a high standard of traffic operations and road safety. The committee appreciates their time and commitment they have devoted to this work.

7 TASK LIST

7.1 TASK LIST

The following task list includes ongoing tasks from past meetings and new tasks from the current meeting:

Responsible Officer	Task	Report by/Status
Road Safety Officer	<ul style="list-style-type: none"> Traffic Management Plan for Convoy for Kids. Amended Traffic Control Plan showing 'No Right Turn' on northbound Auburn Street, 'No Through Road' sign on Bungonia Road, and directing vehicles along Bourke Street with Clinton Street closed to be shared with committee members. Road Occupancy Licence approval for Sloane Street to be forwarded to TfNSW 	21 November 2024
Road Safety Officer	<ul style="list-style-type: none"> Notify Emergency Services about the Goulburn Triathlon event. Organisers to inform residents via letterbox drop. 	21 November 2024
Road Safety Officer	<ul style="list-style-type: none"> Road Occupancy Licence Approval for the Goulburn Lilac Festival to be forwarded to TfNSW Confirmation of the event dates 	21 November 2024
Road Safety Officer	<ul style="list-style-type: none"> Organisers to inform residents and businesses of temporary road closure via letterbox drop for the Marian Church parade. 	21 November 2024
Road Safety Officer	<ul style="list-style-type: none"> 'No Stopping' sign to be installed on the southern end of Erith Street. Council to inform residents via letterbox drop. 	21 November 2024

Road Safety Officer	Investigate reduction of the speed limit to 50km from 60km at Braidwood Road at Tarago and Lake Bathurst along with intersection treatment at Wallace Street and Braidwood Road.	1 December 2023 Speed reduction has been requested through the TfNSW website. TfNSW are reviewing
Road Safety Officer	Road Occupancy Licence approval for the Tallong Apple Festival to be forwarded to TfNSW	Due to the postponement of the festival, the ROL will be lodged again in September 2024
Road Safety Officer	Investigate additional speed humps at the roundabouts at Bourke Street at Bradley Street and Verner Street.	To reschedule for the Traffic Committee meeting on 21 November 2024
Road Safety Officer	Request to explore vehicle/caravan/trailer parking options within the CBD area without displacing existing parking spots	To reschedule for the Traffic Committee meeting on 21 November 2024
TfNSW	Council to work with TfNSW and NHVR to ensure that the current travel condition restrictions on Marulan South Road between the Hume Highway and Marulan South Quarry Road are consistent with signage and the Restricted Access Vehicle (RAV) maps	23 May 2024 With the Council Road Safety Officer for consideration.
TfNSW	TfNSW to investigate the installation of 'Please Limit Compression Braking In Residential Areas' signage on Braidwood Road through Tarago and Lake Bathurst.	23 May 2024 The request concerns State Road, and the Council seeks to conduct direct consultation with TfNSW.

The Meeting closed at 9:50 am.

The minutes of this meeting were confirmed at the Traffic Committee Meeting held on 21 November 2024.

.....
CHAIRPERSON

17 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.

18 CONCLUSION OF THE MEETING

The Mayor will close the meeting.