



# **AGENDA**

## **Ordinary Council Meeting**

**Date: Monday, 27 May 2024**

**Time: 5 pm**

**Location: Cowra Council Chambers  
116 Kendal Street, Cowra**

**Paul Devery  
General Manager**

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## **I INTRODUCTION**

### **I.1 Recording & Publishing**

In accordance with the Local Government Act (1993), Cowra Council is recording this meeting and will upload the recording to Council's website. By speaking at this meeting, you agree to being recorded and having that recording published in the public domain. Please ensure that when you speak at Council meetings you are respectful to others and use appropriate language at all times. Cowra Council accepts no liability for any defamatory or offensive remarks or gestures made during the course of this meeting.

### **I.2 Acknowledgement of Country**

We acknowledge the traditional custodians of the land on which we gather, the Wiradjuri people, and pay our respects to elders both past and present.

### **I.3 Apologies and Applications for Leave of Absence by Councillors**

List of apologies for the meeting.

### **I.4 Disclosures of Interest**

Councillors and staff please indicate in relation to any interests you need to declare:

- a. What report/item you are declaring an interest in?
- b. Whether the interest is pecuniary or non-pecuniary?
- c. What is the nature of the interest?

### **I.5 Presentations**

### **I.6 Public Forum**

I invite any member of the public wishing to speak on an item in the agenda to please come to the lectern, introduce yourself, state the item you wish to speak on and allow time for any councillor or member of staff if they have declared an interest in the item to manage that conflict which may include them leaving the chamber during your presentation.

## **2 CONFIRMATION OF MINUTES**

Confirmation of Minutes of Ordinary Council Meeting held on 22 April 2024

Confirmation of Minutes of Extraordinary Council Meeting held on 13 May 2024





# **MINUTES**

## **Ordinary Council Meeting Monday, 22 April 2024**

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**MINUTES OF COWRA COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COWRA COUNCIL CHAMBERS, 116 KENDAL STREET, COWRA  
ON MONDAY, 22 APRIL 2024 AT 5 PM**

**PRESENT:** Cr Sharon D'Elboux, Cr Cheryl Downing, Cr Nikki Kiss OAM, Cr Judi Smith, Cr Erin Watt, Cr Peter Wright

**IN ATTENDANCE:** Mrs Larissa Hackett (Director-Environmental Services), Mr Dirk Wymer (Director-Infrastructure & Operations), Graham Apthorpe (Acting Director - Corporate Services)

**I INTRODUCTION**

1.1 First Order of Business

1.1 Election of Chair

**RESOLUTION 65/24**

Moved: Cr Erin Watt

Seconded: Cr Sharon D'Elboux

**That in the absence of the Mayor and Deputy Mayor, the Council members present in accordance with Council's Code of Meeting Practice elect Cr Judi Smith as Chair for the Cowra Council Ordinary Meeting on 22 April 2024.**

CARRIED

1.2 Recording & publishing

The Chair advised that the meeting was being recorded.

1.3 Acknowledgement of Country

The Chair delivered the Acknowledgment of Country.

1.4 Apologies and Applications for Leave of Absence by Councillors

**RESOLUTION 66/24**

Moved: Cr Sharon D'Elboux

Seconded: Cr Cheryl Downing

**That apologies from Cr Ruth Fagan, Cr Bill West, Cr Paul Smith and Mr Paul Devery be received and accepted.**

CARRIED

1.5 Disclosures of Interest

Cr Peter Wright declared a non-pecuniary interest in relation to item 3.2 Australian Chapter of the World Peace Bell Association - Section 355 Committee due to two family members being on the Committee.

1.6 Public ForumDonation Request - Cowra Eisteddfod Inc

Mr Richard Neate, Treasurer of the Cowra Eisteddfod Committee, addressed Council in support of the Item 3.2 donation request on the Agenda, and requested a cap on the fees due to the benefits that the Cowra Eisteddfod provides to the Cowra Community.

**2 CONFIRMATION OF MINUTES****RESOLUTION 67/24**

Moved: Cr Peter Wright

Seconded: Cr Cheryl Downing

**That the minutes of Ordinary Council Meeting held on 25 March 2024 be confirmed.**

CARRIED

**3 GENERAL COMMITTEE RECOMMENDATIONS - MONDAY, 8 APRIL 2024****DIRECTOR-CORPORATE SERVICES REPORT**3.1 Section 355 Committee Minutes – Cowra Sport & Recreation Council**RESOLUTION 68/24**

Moved: Cr Cheryl Downing

Seconded: Cr Sharon D'Elboux

- 1. That the Draft Minutes of the Cowra Sport & Recreation Committee's Annual General meeting held on 27 September 2023 be noted.**
- 2. That the Minutes of the Cowra Sport & Recreation Committee's Ordinary meeting held on 27 September 2023 be noted.**
- 3. That the Draft Minutes of the Cowra Sport & Recreation Committee's Ordinary meeting held on 28 February 2024 be noted.**
- 4. That Council considers the allocation of funds in the 2024-25 financial year budget for the preparation of a Precinct Master Plan for West Cowra Recreation Ground.**
- 5. That Council appoint the following persons to the Sport and Recreation Committee;**
  - Marc McLeish (Chair)**
  - Lee Wilson**
  - Tom Perfect**
  - David Porter**
  - Krisha Tysoe (Deputy Chair)**
  - Jason Munday**

6. That Council supports an application for a Play Our Way grant to improve facilities at West Cowra Recreation Ground.

CARRIED

At 5:13 pm, Cr Peter Wright left the meeting.

3.2 Donation Request - Cowra Eisteddfod Inc.

**RESOLUTION 69/24**

Moved: Cr Erin Watt

Seconded: Cr Cheryl Downing

1. That Council provide a donation to ensure that Cowra Eisteddfod Inc. for its 2024 event, only pays \$12,000 excluding GST for hire of the Cowra Civic Centre and that the final donation amount is deducted from the Section 356 expenses budget.
2. That Council increases the \$356 budget to accommodate the donation request when known.

CARRIED

At 5:16 pm, Cr Peter Wright returned to the meeting.

3.3 Australian Chapter of the World Peace Bell Association - Section 355 Committee

**RESOLUTION 70/24**

Moved: Cr Cheryl Downing

Seconded: Cr Erin Watt

**RECOMMENDATION**

1. That the Minutes of the Australian Chapter of the World Peace Bell Committee's Ordinary meeting held on 6 February 2024 be noted.
2. That the Draft Minutes of the Australian Chapter of the World Peace Bell Committee's Ordinary meeting held on 26 March 2024 be noted.
3. That Council endorse the Australian Chapter of the World Peace Bell Committee's recommendations for the use of \$18,565 from the bequest from the Estate of the late Margaret Weir for the following 2024 activities:-
  - Promotional / Educational videos of the Cowra Peace Bell; and
  - World Peace Day in Cowra – Guest Speaker.

CARRIED

3.4 Section 355 Audit, Risk & Improvement Committee - Legislative Changes**RESOLUTION 71/24**

Moved: Cr Sharon D'Elboux

Seconded: Cr Nikki Kiss OAM

1. That Council notes the report from the Director – Corporate Services on the legislative changes relating to the Audit, Risk & Improvement Committee.
2. That Council defer consideration of the draft “Terms of Reference” document for Cowra Council’s Audit, Risk and Improvement Committee for discussion at the April Information Meeting.
3. That consideration of the draft “Terms of Reference” document for Cowra Council’s Audit, Risk and Improvement Committee be presented to the April Council Meeting.

CARRIED

**DIRECTOR-INFRASTRUCTURE & OPERATIONS REPORT**3.5 Proposed Introduction of Dam Safety Levy**RESOLUTION 72/24**

Moved: Cr Sharon D'Elboux

Seconded: Cr Cheryl Downing

**That Council receive and note the information provided on the submission to the Independent Pricing and Regulatory Tribunal ‘Dams Safety NSW Levy Review’.**

CARRIED

3.6 Review of Asset Management Policy**RESOLUTION 73/24**

Moved: Cr Nikki Kiss OAM

Seconded: Cr Erin Watt

**That Council defer adoption of the Asset Management Policy until such time as Council has had an opportunity to fully discuss the policy.**

CARRIED

**DIRECTOR-ENVIRONMENTAL SERVICES REPORT**

3.7 Development Application No. 14/2024, Lot 363 DP 752948, 14 Shelley Street Cowra, carport, lodged by D. Steward of Currajong Pty Ltd. The property owner is K. Wilson.

**RESOLUTION 74/24**

Moved: Cr Sharon D'Elboux

Seconded: Cr Cheryl Downing

1. That Council notes that the reason for the decision is that the proposal largely complies with Section 4.15 of the Environmental Planning and Assessment Act 1979. The application was publicly notified and one submission was received; and
2. That Development Application No. 14/2024, for the construction of a carport on Lot 363 DP 752948, 14 Shelley Street Cowra be approved subject to the following conditions:

**GENERAL CONDITIONS**

1. Development is to be in accordance with approved plans.

The development is to be implemented in accordance with the plans and supporting documents stamped and approved and set out in the following table except where modified by any conditions of this consent.

Plan No./ Supporting Document	Prepared by/Reference Details	Cowra Shire Council Reference
Proposed Site Plan	Currajong Drawn 02/02/24 REV A	Received 15 February 2024 Stamped No. DA 10.2024.14.1
Engineering Certification Letter to Kate Wilson	Calare Civil Pty Ltd 2 February 2024	Received 15 February 2024 Stamped No. DA 10.2024.14.1
Foundation Plan Sheet 1 of 5	Fair Dinkum Sheds Job No. MAST37405	Received 15 February 2024 Stamped No. DA 10.2024.14.1
Elevations Sheet 2 of 5	Fair Dinkum Sheds Job No. MAST37405	Received 15 February 2024 Stamped No. DA 10.2024.14.1
Statement of Environmental Effects (Pro-forma Template)	Kate Wilson N.D.	Received 15 February 2024 Stamped No. DA 10.2024.14.1
Shadow Diagrams - Plan View	Currajong 07 March 2024	Received 7 March 2024



		Stamped No. DA 10.2024.14.1
Shadow Diagrams - 3D (9am – 11am)	Currajong 07 March 2024	Received 7 March 2024 Stamped No. DA 10.2024.14.1
Shadow Diagrams - 3D (12pm – 2pm)	Currajong 07 March 2024	Received 7 March 2024 Stamped No. DA 10.2024.14.1
Shadow Diagrams - 3D (3pm – 4pm)	Currajong 07 March 2024	Received 7 March 2024 Stamped No. DA 10.2024.14.1

In the event of any inconsistency between conditions of this development consent and the plans/supporting documents referred to above, the conditions of this development consent prevail.

2. The applicant shall comply with all relevant prescribed conditions of development consent under Part 6, Division 8A of the Environmental Planning and Assessment Regulation 2000 (see attached Advisory Note).

#### **CONDITIONS TO BE COMPLIED WITH PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE**

3. Prior to the issue of a Construction Certificate, the Applicant must obtain consent from the roads authority pursuant to Section 138 of the Roads Act 1993 for the carrying out of works in a road reserve.

#### **CONDITIONS TO BE COMPLIED WITH PRIOR TO THE COMMENCEMENT OF WORKS**

4. The Applicant is to obtain a Construction Certificate from either Council or an Accredited Certifier, certifying that the proposed works are in accordance with the Building Code of Australia and applicable Council Engineering Standards prior to any building and or subdivision works commencing. No building, engineering or excavation work is to be carried out in relation to this development until the necessary construction certificates have been obtained. It is the responsibility of the Applicant to ensure that the development complies with the Building Code of Australia and applicable engineering standards in the case of building work and the applicable Council Engineering Standards in the case of subdivision works. This may entail alterations to the proposal so that it complies with these standards.
5. It is the responsibility of the Applicant to ensure that the development complies with the Building Code of Australia and applicable engineering standards in the case of building work.
6. The Applicant is to submit to Cowra Shire Council, at least two days prior to the commencement of any works, a 'Notice of Commencement of Building or Subdivision Works' and 'Appointment of Principal Certifier'.

7. Prior to the commencement of work on the site, all erosion and sediment control measures shall be implemented and maintained prior to, during and after the construction phase of the development. The erosion and sediment control measures are to comply with Part B of Cowra Shire Council Development Control Plan 2021 at all times.

#### **CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION**

8. While building work is being carried out, any such work must not continue after each critical stage inspection unless the principal certifier is satisfied the work may proceed in accordance with this consent and the relevant construction certificate.
9. Any damage caused to footpaths, roadways, utility installations and the like by reason of construction operations shall be made good and repaired to a standard equivalent to that existing prior to commencement of construction. The full cost of restoration/repairs of property or services damaged during the works shall be met by the Applicant.
10. All storage of goods and building materials and the carrying out of building operations related to the development proposal shall be carried out within the confines of the property. All vehicles must be parked legally and no vehicles are permitted to be parked over the public footpath. The unloading of building materials over any part of a public road by means of a lift, hoist or tackle projecting over the footway will require separate approval under Section 68 of the Local Government Act 1993.
11. Building activities and excavation work involving the use of electric or pneumatic tools or other noisy operations shall be carried out only between 7.00 am and 6.00 pm on weekdays and 8.00 am and 1.00 pm on Saturdays. No work on Sundays or Public Holidays is permitted.
12. All building rubbish and debris, including that which can be windblown, shall be contained on site in a suitable container for disposal at an approved Waste Landfill Depot. The container shall be erected on the building site prior to work commencing and shall be maintained for the term of the construction to the completion of the project. No building rubbish or debris shall be placed or permitted to be placed on any adjoining public reserve, footway or road. The waste container shall be regularly cleaned to ensure proper containment of the building wastes generated on the construction site.
13. All roofed and paved areas are to be properly drained and discharged to Council's stormwater management system in Shelley Street.
14. Where the proposed building works necessitate the cutting-in of new stormwater outlets into the existing street kerb, the Applicant and plumbing/drainage contractor shall ensure that the following procedures are carried out:
  - (i) A kerb adaptor suitable for the particular kerb profile and capable of withstanding vehicle loadings is to be utilised;

- (ii) The opening in the kerb is created by either a saw cut or bored hole only. Breaking out the kerb by impact methods is not permitted;
- (iii) The kerb adaptor is to be kept flush with the top and outside face of the kerb; and
- (iv) The fixing of the kerb adapter and filling in of side gaps is to be undertaken by the use of an epoxy resin. Mortar or concrete is not to be used

#### **CONDITIONS TO BE COMPLIED WITH PRIOR TO OCCUPATION OR COMMENCEMENT OF USE**

- 15. The Applicant must not commence occupation or use of the carport until a Whole or Partial Occupation Certificate has been issued from the Principal Certifier appointed for the subject development.
- 16. Prior to the issue of a Whole Occupation Certificate, the Applicant shall construct an access crossing to the development site from Shelley Street in accordance with consent from the road's authority pursuant to Section 138 of the Roads Act 1993 for the carrying out of works in a road reserve. The driveway is to be constructed in accordance with the Section 138 Permit. All costs associated with the construction of the access driveway(s) shall be borne by the Applicant.

#### **ADVICE**

If, during work, an Aboriginal object is uncovered then **WORK IS TO CEASE IMMEDIATELY** and the Office of Environment & Heritage is to be contacted urgently on (02) 6883 5300. Under the National Parks and Wildlife Act 1974 it is an offence to harm an Aboriginal object or place without an 'Aboriginal heritage impact permit' (AHIP). Before making an application for an AHIP, the applicant must undertake Aboriginal community consultation in accordance with clause 80C of the NPW Regulation.

CARRIED

In Favour: Crs Sharon D'Elboux, Cheryl Downing, Nikki Kiss OAM, Judi Smith, Erin Watt and Peter Wright

Against: Nil

CARRIED 6/0

3.8 Development Application No. 120/2023, Lot 1 DP 362387, 21 Bartlett Avenue Cowra, Shed, lodged on 14 February 2024 by the owner S D Smith.

#### **RESOLUTION 75/24**

Moved: Cr Erin Watt

Seconded: Cr Nikki Kiss OAM

- I. That Council notes that the reason for the decision is that the proposal largely complies with Section 4.15 of the Environmental Planning and Assessment Act 1979. The variation to Sections E.4.3.4.b. and E.3.5.4.I of Part E of Council's Development Control Plan 2021 is sufficiently justified

and the application was publicly notified and no objections were received;  
and

2. That Council approves variations to Section E.4.3.4.b. and E.3.5.4.l of Part E of Council's Development Control Plan 2021 for this development to allow a maximum building height of 6.37m and external colour of Monolith; and
3. That Development Application No. 120/2023, for the construction of a shed on Lot 1 DP 362387, 21 Bartlett Avenue Cowra be approved subject to the following conditions:

#### GENERAL CONDITIONS

1. Development is to be in accordance with approved plans.

The development is to be implemented in accordance with the plans and supporting documents stamped and approved and set out in the following table except where modified by any conditions of this consent.

Plan No./ Supporting Document	Prepared by/Reference Details	Cowra Shire Council Reference
Site Plan Sheet 01 of 2 Rev A	Currajong 6/10/23	Received 14 February 2024 Stamped No. 10.2023.120.1
Typical Site Section Sheet 02 of 2 Rev A	Currajong 6/10/23	Received 14 February 2024 Stamped No. 10.2023.120.1
Architectural Drawings DWGQPI Ref: 3306221	Tilmac -	Received 14 February 2024 Stamped No. 10.2023.120.1
Statement of Environmental Effects Revision C	Currajong 20/02/2024.	Received 20 February 2024 Stamped No. 10.2023.120.1(A)

In the event of any inconsistency between conditions of this development consent and the plans/supporting documents referred to above, the conditions of this development consent prevail.

2. The applicant shall comply with all relevant prescribed conditions of development consent under Part 4, Division 2 of the *Environmental Planning and Assessment Regulation 2021* (see attached Advisory Note).

#### CONDITIONS TO BE COMPLIED WITH PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE

3. Prior to the issue of a Construction Certificate, the Applicant must obtain consent from the roads authority pursuant to Section 138 of the Roads

Act 1993 for the carrying out of works in a road reserve. All costs associated with the repair of any damages caused by the driveway construction shall be borne by the Applicant and at no cost to Council.

4. Prior to the issue of a Construction Certificate, the Applicant must submit a Stormwater Management Plan for the approval of the Principal Certifier. The Plan must provide details of the proposed management of surface water from the proposed driveway to ensure that overflow does not impact on downslope properties.

#### **CONDITIONS TO BE COMPLIED WITH PRIOR TO THE COMMENCEMENT OF WORKS**

5. The Applicant is to obtain a Construction Certificate from either Council or an Accredited Certifier, certifying that the proposed works are in accordance with the Building Code of Australia and applicable Council Engineering Standards prior to any building and or subdivision works commencing. No building, engineering or excavation work is to be carried out in relation to this development until the necessary construction certificates have been obtained. It is the responsibility of the Applicant to ensure that the development complies with the Building Code of Australia and applicable engineering standards in the case of building work and the applicable Council Engineering Standards in the case of subdivision works. This may entail alterations to the proposal so that it complies with these standards.
6. It is the responsibility of the Applicant to ensure that the development complies with the Building Code of Australia and applicable engineering standards in the case of building work.
7. The Applicant is to submit to Cowra Shire Council, at least two days prior to the commencement of any works, a 'Notice of Commencement of Building or Subdivision Works' and 'Appointment of Principal Certifier'.
8. Prior to the commencement of work on the site, all erosion and sediment control measures shall be implemented and maintained prior to, during and after the construction phase of the development. The erosion and sediment control measures are to comply with Part B of Cowra Shire Council Development Control Plan 2021 at all times.

#### **CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION**

9. While building work is being carried out, any such work must not continue after each critical stage inspection unless the principal certifier is satisfied the work may proceed in accordance with this consent and the relevant construction certificate.
10. Any damage caused to footpaths, roadways, utility installations and the like by reason of construction operations shall be made good and repaired to a standard equivalent to that existing prior to commencement of construction. The full cost of restoration/repairs of property or services damaged during the works shall be met by the Applicant.

11. All storage of goods and building materials and the carrying out of building operations related to the development proposal shall be carried out within the confines of the property. All vehicles must be parked legally and no vehicles are permitted to be parked over the public footpath. The unloading of building materials over any part of a public road by means of a lift, hoist or tackle projecting over the footway will require separate approval under Section 68 of the *Local Government Act 1993*.
12. Building activities and excavation work involving the use of electric or pneumatic tools or other noisy operations shall be carried out only between 7.00 am and 6.00 pm on weekdays and 8.00 am and 1.00 pm on Saturdays. No work on Sundays or Public Holidays is permitted.
13. All building rubbish and debris, including that which can be windblown, shall be contained on site in a suitable container for disposal at an approved Waste Landfill Depot. The container shall be erected on the building site prior to work commencing and shall be maintained for the term of the construction to the completion of the project. No building rubbish or debris shall be placed or permitted to be placed on any adjoining public reserve, footway or road. The waste container shall be regularly cleaned to ensure proper containment of the building wastes generated on the construction site.
14. All roofed and paved areas are to be properly drained and discharged to Council's stormwater management system in Bartlett Avenue.
15. Where the proposed building works necessitate the cutting-in of new stormwater outlets into the existing street kerb, the Applicant and plumbing/drainage contractor shall ensure that the following procedures are carried out:
  - (i) A kerb adaptor suitable for the particular kerb profile and capable of withstanding vehicle loadings is to be utilised;
  - (ii) The opening in the kerb is created by either a saw cut or bored hole only. Breaking out the kerb by impact methods is not permitted;
  - (iii) The kerb adaptor is to be kept flush with the top and outside face of the kerb; and
  - (iv) The fixing of the kerb adapter and filling in of side gaps is to be undertaken by the use of an epoxy resin. Mortar or concrete is not to be used

#### **CONDITIONS TO BE COMPLIED WITH PRIOR TO OCCUPATION OR COMMENCEMENT OF USE**

16. The Applicant must not commence occupation or use of the garage until a Whole or Partial Occupation Certificate has been issued from the Principal Certifier appointed for the subject development.
17. Prior to the issue of a Whole Occupation Certificate, the Applicant shall

construct an access crossing to the development site from Bartlett Avenue in accordance with consent from the road's authority pursuant to Section 138 of the Roads Act 1993 for the carrying out of works in a road reserve. The driveway is to be constructed in accordance with the Section 138 Permit. All costs associated with the construction of the access driveway(s) shall be borne by the Applicant.

#### ADVICE

If, during work, an Aboriginal object is uncovered then **WORK IS TO CEASE IMMEDIATELY** and the Office of Environment & Heritage is to be contacted urgently on (02) 6883 5300. Under the National Parks and Wildlife Act 1974 it is an offence to harm an Aboriginal object or place without an 'Aboriginal heritage impact permit' (AHIP). Before making an application for an AHIP, the applicant must undertake Aboriginal community consultation in accordance with clause 80C of the NPW Regulation.

CARRIED

In Favour: Crs Sharon D'Elboux, Cheryl Downing, Nikki Kiss OAM, Judi Smith, Erin Watt and Peter Wright

Against: Nil

CARRIED 6/0

#### 4 GENERAL MANAGER

##### 4.1 Section 355 Committee Draft Minutes - CBD Committee

#### RESOLUTION 76/24

Moved: Cr Sharon D'Elboux

Seconded: Cr Cheryl Downing

**That the draft minutes of the CBD Committee meeting held on 19 March 2024 be noted.**

CARRIED

#### 5 DIRECTOR-CORPORATE SERVICES

##### 5.1 Investments

#### RESOLUTION 77/24

Moved: Cr Erin Watt

Seconded: Cr Sharon D'Elboux

**That Council note the Investments and Financial Report for March 2024.**

CARRIED

5.2 Audit, Risk & Improvement Committee - Legislative Changes**RESOLUTION 78/24**

Moved: Cr Erin Watt

Seconded: Cr Sharon D'Elboux

**That Council adopt the draft “Cowra Shire Council Audit, Risk and Improvement Committee Terms of Reference” document for Cowra Council’s Audit, Risk and Improvement Committee.**

CARRIED

**6 DIRECTOR-INFRASTRUCTURE & OPERATIONS**6.1 Committee Minutes - Traffic Committee**RESOLUTION 79/24**

Moved: Cr Erin Watt

Seconded: Cr Nikki Kiss OAM

- 1. That the minutes of the Traffic Committee meeting held on 8 April 2024 be noted.**
- 2. That Council approved the Class 4 special event to be held as part of the NAIDOC March on 8 July 2024 subject to compliance with the requirements of Transport for New South Wales (TfNSW) and NSW Police.**
- 3. That the parking conditions on the southern side of Vaux Street be changed from “Nose In” to “45-degree Rear In”, commencing 87m west of the kerb tangent point Vaux Street/Macquarie Street to 197m west of the same point.**

CARRIED

6.2 Regional Emergency Road Repair Fund Proposed Allocations**RESOLUTION 80/24**

Moved: Cr Sharon D'Elboux

Seconded: Cr Erin Watt

**That Council adopt the consolidated Regional and Local Roads Repair Program and Regional Emergency Road Repair Fund allocations as follows:**

	2024	2025	2026	2027
<b>Regional Roads</b>				
<b>Darbys Falls Road REPAIR project</b>	<b>115,000</b>			
<b>Replace REPAIR forward program</b>		<b>108,000</b>	<b>108,000</b>	<b>108,000</b>
<b>2022/23 Regional road expenditure under RLRRP</b>	<b>62,912</b>			
<b>Local Roads</b>				



Unsealed grading and resheeting				
Gravel road grading	908,737			
Waterview Road resheeting	135,443			
Clearview Road resheeting	53,538			
Gravel road resheeting		609,931		
Gravel road grading			300,931	300,931
Rural sealed roads program:				
Merriganowry Road heavy patching	630,995			
Heavy patching		314,343	314,343	314,343
Sealed road shoulder repair and widening			309,000	309,000
Town streets heavy patching	126,970	101,341	101,341	101,341
Village streets heavy patching	33,975	33,975	33,975	33,975

CARRIED

## 7 DIRECTOR-ENVIRONMENTAL SERVICES

### 7.1 Variation to Access Incentive Scheme Grant Funding - Lot 2, DP 1257368, No 16 Richards Drive, Cowra.

#### **RESOLUTION 81/24**

Moved: Cr Nikki Kiss OAM

Seconded: Cr Cheryl Downing

**That Council provides \$9506.37 from the Access Incentive Scheme Grant fund to assist in the costs for providing improved access to and within the premises and disabled facilities at 16 Richards Drive, Cowra**

CARRIED

### 7.2 Draft Community Participation Plan

#### **RESOLUTION 82/24**

Moved: Cr Peter Wright

Seconded: Cr Cheryl Downing

**That:**

- 1. Council endorse the public exhibition of the draft Policy in accordance with the Community Engagement Strategy for a period of 28 days.**
- 2. A further report will be provided to Council for the formal adoption of the Draft Policy at the completion of the exhibition period considering any submissions made.**

CARRIED

## 8 LATE REPORTS

### Acting Director – Corporate Services

#### 8.1 Audit Risk and Improvement Committee (ARIC) - Review of Independent Members' Fees

Moved: Cr Peter Wright

That Based on the new requirements of ARIC independent members and the chair, it is recommended that:

1. That Council increases the fees paid to independent members of the Audit Risk and Improvement Committee with the Chair to be paid \$2,000 per meeting and the independent member to be paid \$1,500 per meeting.
2. That superannuation be paid on these revised fees.
3. That Council approve the continuation of the inclusion of a travel allowance for Independent Members as per the Local Government Award.
4. That these changes take effect from 1st July 2024.
5. That Council instructs the ARIC that the Charter be reviewed and updated in accordance with these changes.

Cr D'Elboux proposed to second the motion asking the mover for a change of wording in Item 5 to That Council instructs the ARIC that the Charter be reviewed and updated in accordance with the Terms of Reference changes. Cr Wright did not agree to the change and withdrew his motion.

#### **RESOLUTION 83/24**

Moved: Cr Judi Smith

Seconded: Cr Nikki Kiss OAM

**That Based on the new requirements of ARIC independent members and the chair, it is recommended:**

1. **That Council increases the fees paid to independent members of the Audit Risk and Improvement Committee with the Chair to be paid \$2,000 per meeting and the independent member to be paid \$1,500 per meeting.**
2. **That superannuation be paid on these revised fees.**
3. **That Council approve the continuation of the inclusion of a travel allowance for Independent Members as per the Local Government Award.**
4. **That these changes take effect from 1st July 2024.**
5. **That review of the Charter be discussed at a further meeting.**

CARRIED

## 9 CONFIDENTIAL MATTERS

#### **RESOLUTION 84/24**

Moved: Cr Nikki Kiss OAM

Seconded: Cr Cheryl Downing

**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:

**10 CONFIDENTIAL GENERAL COMMITTEE RECOMMENDATIONS - MONDAY, 8 APRIL 2024**

**10.1 Request for Water Account Adjustment - Assessment Number 78631**

This matter is considered to be confidential under Section 10A(2) - b 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 discussion in relation to the personal hardship of a resident or ratepayer.

**10.2 Request for Water Account Adjustment - Assessment Number 36865**

This matter is considered to be confidential under Section 10A(2) - b 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 discussion in relation to the personal hardship of a resident or ratepayer.

**11 CONFIDENTIAL DIRECTOR-INFRASTRUCTURE & OPERATIONS**

**11.1 Request for Tender S2\_2024 - Supply, Delivery and/or Installation of Guardrail and Wire Rope Safety Fencing**

This matter is considered to be confidential under Section 10A(2)(d(i)) 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



# **MINUTES**

## **Extraordinary Council Meeting Monday, 13 May 2024**

**Order Of Business**

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**3 Late Reports.....4**

**MINUTES OF COWRA COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE COWRA COUNCIL CHAMBERS, 116 KENDAL STREET, COWRA  
ON MONDAY, 13 MAY 2024 AT 4PM**

**PRESENT:** Cr Ruth Fagan (Mayor), Cr Paul Smith (Deputy Mayor), Cr Sharon D'Elboux, Cr Cheryl Downing, Cr Nikki Kiss OAM, Cr Erin Watt, Cr Bill West, Cr Peter Wright

**IN ATTENDANCE:** Mr Paul Devery (General Manager), Mrs Larissa Hackett (Director-Environmental Services), Mr Dirk Wymer (Director-Infrastructure & Operations), Graham Apthorpe (Acting Director - Corporate Services)

## **I INTRODUCTION**

### 1.1 Recording & publishing

The Mayor advised that the meeting was being recorded.

### 1.2 Acknowledgement of Country

The Mayor delivered the Acknowledgment of Country.

### 1.3 Apologies and Applications for Leave of Absence by Councillors

Apology

#### **RESOLUTION 88/24**

Moved: Cr Erin Watt

Seconded: Cr Bill West

**That the apology received from Cr Judi Smith be accepted and leave of absence granted.**

CARRIED

### 1.4 Disclosures of Interest

Nil

### 1.5 Public Forum

Nil

## **2 GENERAL MANAGER**

### 2.1 Draft Delivery Program 2022-2023 to 2025-2026 and Operational Plan 2024-2025; Draft Long-Term Financial Plan 2024-2025 to 2033-2034; Draft Revenue Policy 2024-2025

#### **RESOLUTION 89/24**

Moved: Cr Erin Watt

Seconded: Cr Nikki Kiss OAM

**That the following documents be placed on public exhibition for a period of at**

least 28 days:

- Draft Integrated Delivery Program 2022-2023 to 2025-2026 and Operational Plan 2024-2025
- Draft 10 Year Financial Plan 2024-2025 to 2033-2034
- Draft Revenue Policy 2024-2025

with the below changes referencing the draft document page numbering:

**Document Body:**

- Page 5, Councillors' photo – Insert 'Cr' prior to 'Cheryl Downing' in the photo description

**Objectives Liveability (Strategic Theme 3):**

- Page 23 - Link L2.13.b under performance Measure change '2025' to '2024'

**Objectives Environmental Sustainability & Stewardship (Strategic Theme 7):**

- Page 38, Link E4.3.d – Insert 'if feasible' prior to the words 'Council to provide ...' and change 'per week' to read 'per year'

**Revenue Policy**

- Page 55, Swimming Pool Charges – amend the sentence immediately under the heading to read 'Swimming pool admission charges remain unchanged. Season ticket charges will increase by 4.5%'

**Fees & Charges:**

- Page 70 – Under the heading 'Basic Planning Proposal', Delete the lines of text 'To correct an administrative error' and 'for a few minor housekeeping amendments'
- Page 83, Civic Centre Charges, Discounts available to all fees (except ticketing fees) – Amend the heading to read 'Concessional Fees' and amend the text to read as follows:

Concessional Fees					
Local commercial operator (inside Cowra LGA)	Per Booking	Y	I	N/A	60% of full charge
Volunteer/local Not-for-profit groups/Schools/Registered Charities	Per Booking	Y	I	N/A	40% of full charge
Events Deemed to not require minimum staffing requirements	Per Booking	Y	I	N/A	As determined by the Manager

- Swimming Pool Admission Page 95 – Amend General Admission and Low Income Admission charges to remain the same as the 2023/2024 year

CARRIED

### 3 LATE REPORTS

Nil

The Meeting closed at 4.26 pm.

The minutes of this meeting were confirmed at the Council Meeting held on 27 May 2024.

.....  
CHAIRPERSON

### 3 MAYORAL MINUTES

#### 3.1 Mayoral Minute - Delegation Visit to Japan (April 2024)

File Number: D24/815

Author: Ruth Fagan, Councillor

#### RECOMMENDATION

**That Council note the Mayoral Minute reporting on the 2024 Cowra Council delegation's trip to Japan.**

---

It is with pleasure I provide this report of the recent successful trip to Japan of the Cowra Council delegation. As Council is aware, it had been six years since the last delegation visited Japan with a commitment from the Council to send a delegation at least once during each term of Council.

The small delegation consisted of myself, Deputy Mayor Cr Paul Smith, former Mayor and current Chair of the Cowra Japanese Garden and Cultural Centre Cr Bill West, and General Manager Paul Devery.

Our visit was on a tight schedule yet very well planned and ran smoothly. For this I must thank Executive Assistant Tracey Robinson who was responsible for the majority of the organisation and itinerary planning.

The following is a day by day rundown of our movements and the events we attended.

#### **Tuesday 16 April/Wednesday 17 April**

We departed Sydney on the Tuesday evening arriving at Haneda Airport, Tokyo at 5.25am Wednesday.

At 1.30pm that day we were collected from our hotel by Dr Masako Egawa – Chancellor of Seikei Gakuen, Mr Naoto Senda – Principal of Seikei High School and Ms Hitomi Asahi – English teacher at Seikei High School. Chancellor Egawa through her connections had arranged a meeting with the Ministry of Foreign Affairs where the delegation met with Parliamentary Vice-Minister Mr Yasushi Hosaka. We understand Mr Hosaka may be visiting Cowra in August for the 80<sup>th</sup> Anniversary commemorations.

Mid-afternoon a reception was held for the delegation at the Australian Embassy hosted by Ambassador Justin Hayhurst. The reception was attended by a number of former Japanese Ambassadors to Australia - Kusaka, Takahashi and Yamagami, Seiji and Reiko Nagakura and various Japanese people with connections to or interest in the Cowra-Japan relationship. The reception was attended and addressed by representatives from the Japanese National Diet Japan-Australia League.

It is also worth noting that one of the attendees Mr Michiaki Hirose - Chairman of the Japan Australia Business Cooperation Committee, the umbrella group of Japanese companies with business interests in Australia and previously Chair of Tokyo Gas felt compelled, following the reception, to include a visit to Cowra in the itinerary for a business trip to Cowra in late April.



Myself and Cr West as Chair of the Japanese Garden & Cultural Centre hosted Mt Hiroshi and his delegation to lunch at the Garden on 29 April 2024.

The delegation would like to thank Mr Tom Wilson – Counsellor (Public Affairs) for coordinating this aspect of the visit, noting Tom was born and raised in Bathurst, providing a nice connection to our region.

That evening the delegation met and dined with Dr Mami Yamada, a person with long-standing links with Cowra, along with Dr Tetsuo Yoshimitsu. There had been tentative plans for Mr Hiro Nakajima, son of Ken Nakajima, to attend depending upon his health, however sadly he passed away a few days earlier. During the dinner Dr Yamada suggested it would be a significant gesture if council were able to have a representative attend the funeral being held on 18 April 2024 given the delegation was in Tokyo.

### **Thursday 18 April**

Following the discussion with Dr Yamada the previous evening, Deputy Mayor Cr Paul Smith volunteered to attend the funeral of Hiro Nakajima with Dr Yamada. This was a timely and much appreciated gesture from council and I am sure a unique and valued experience for Cr Smith.

The rest of the delegation travelled to Seikei High School where we had lunch with Principal Senda together with Deputy Principals Mr Teizo Hobo and Mr Ryo Yokoi. We were also joined by the last Seikei student to attend school in Cowra Ms Riko Kotani. Cr Smith was able to travel from the funeral home to Seikei High School and rejoin the delegation at this time.

Following lunch, the delegation was taken on a tour of Seikei High School and its very impressive facilities. It is certainly evident the officials at Seikei are very keen for the Exchange Program to continue and we hope local arrangements are able to be finalised to ensure this occurs.

At 2.30pm the delegation was escorted by Principal Senda and other Seikei staff to visit the Mayor of Musashino City, the local government area in which Seikei is located. The delegation met with Mayor Yasuhiro Omino and Deputy Mayor Hideho Ito, discussing the common areas and stark differences between our respective councils. In particular, we discussed waste management, admiring the very large and very clean incinerator that Mayor Omino's office overlooked. He explained that they burn all their waste using oil and the ash is then made into asphalt, generating energy during the process.

That evening the delegation was hosted by Chancellor Egawa and the Seikei High-Cowra High alumni where many friendly faces were found, including Cr Smith reuniting with a Seikei student who had visited Cowra in the 1970s.

The delegation thanks Mr Matthew Wright – Academic Advisor and College Counsellor from Seikei High for arranging the Seikei component of the trip.

### **Friday 19 April**

A flight in the morning from Tokyo south to Fukuoka where our group was met by Mr Seiji Nagakura who generously transported us to our hotel.

At 3pm the delegation was transported to the Fukuoka Prefectural Assembly to meet with Mr Akira Higuchi – Acting Chairperson of the Fukuoka Prefectural Assembly along with other

members of the Assembly. Mr Higuchi has previously visited Cowra and provided a warm reception to the delegation.

Following that meeting the delegation walked from the Assembly building to the Administration building for a brief meeting with Mr Seitaro Hattori – Governor of the Fukuoka Prefecture.

Dinner that evening was hosted by Seiji and Reiko Nakagura at their home with a small number of guests, including Mr Michiaki Uriu, Chairperson of the Kyushu Electric Power Co.

### **Saturday 20 April**

Saturday provided some time to relax and explore Fukuoka City and the morning included a generous opportunity for a 1½ hour cruise on Seiji Nagakura's "Cowra" yacht.

The formal dinner on the Saturday evening was hosted by Mr Katsuji Kohara – Chairperson of the Fukuoka Prefectural Assembly.

One of the more noticeable changes over the 2014, 2018 and 2024 delegations has been the increasing presence of the Fukuoka Prefectural Assembly that is clearly placing important weight on the Cowra-Japan relationship. This was reinforced with their visit to Cowra last August and a similar delegation is expected in August this year.

### **Sunday 21 April**

Most of the day was spent travelling by train from Fukuoka in the south to Joetsu in the north of Japan, arriving mid-afternoon.

We were met by Mr Kanta Nakagawa - Mayor of Joetsu City, staff of Joetsu Council and the President of the Japan-Australia Society of Joetsu Mr Masaru Seki, former President and interpreter for the delegation Mr Yoshi Kondo who escorted us to our hotel in the beautiful city of Joetsu.

That evening Mayor Nakagawa hosted a formal welcome dinner for the delegation.

### **Monday 22 April**

First thing in the morning the delegation was collected and transported to Joetsu City Hall where we were met in the lobby by a large number of staff who appeared very pleased to see the Cowra delegation.

Mayor Nakagawa together with Deputy Mayors Motofumi Oda and Chigaku Yagi hosted the delegation in the Mayoral suite where gifts were exchanged. A pleasant question and answer session ensued where Mayor Nakagawa eagerly provided the delegation with information about Joetsu and its lifestyle and economy.

The next stop was the Naoetsu Elementary School where we were greeted by all 136 students, many of them playing instruments as we arrived. The two hours spent here with the students was thoroughly enjoyable and provided a much appreciated insight into the life of a young person in Joetsu.

We were fortunate to receive a presentation from a Year 6 class and our delegation returned the favour with a powerpoint presentation on Cowra and the Cowra-Japan relationship. The

delegation then shared lunchtime with the class and were treated to a delicious cooked meal and delightful interaction, including with a few unruly young boys. We thank Principal Katsumi Hayashi for being so generous with his time in hosting our delegation.

At 2pm a wreath laying ceremony occurred at the Naoetsu Peace Park where myself and Mayor Nakagawa laid wreaths alongside Mr Seki. The delegation also inspected the adjacent Peace Memorial Park Exhibition Centre. The Naoetsu Peace Park in Joetsu is a peace park that used to be a Prisoner of War Camp and contains a memorial to the 63 Australians who died during their internment. The small museum comprehensively documents the efforts made by the Japan-Australia society to establish the park and Cowra features prominently.

The afternoon consisted of a visit to a temple followed by an award-winning sake making factory and the obligatory sampling of sake that had been made on the premises.

That evening Mayor Nakagawa, Joetsu Council staff and Mr Seki hosted the delegation at an informal dinner.

### **Tuesday 23 April**

Cr West was pleasantly surprised in the morning with a visit to the hotel by now retired, former Joetsu Mayor Hideyuki Murayama, the two having struck up a friendship over the years. We thank Yoshi Kondo for making this happen and I am sure it was appreciated by Bill.

During the morning the delegation visited the Joetsu City History Museum and were given a very interesting tour by Museum Director Mr Koki Hanaoka. This was followed by a brief but interesting tour of an old dye factory in Joetsu.

After enjoying lunch, the delegation was farewelled by Mayor Nakagawa and others at Myoko train station before taking the bullet train back to Tokyo and a 10pm flight to Sydney.

A heartfelt thankyou to Kazuma Takeda – officer of the Joetsu City Multicultural Division for his efforts in planning the Joetsu part of the delegation's visit.

### **Wednesday 24 April**

Arriving in Sydney at 9am the delegation drove back to Cowra.

### **Summary**

#### **SUMMARY**

As one would expect the Cowra delegation was very well received wherever we went in Japan with the depth of feeling quite obvious. It is a unique relationship that Cowra has with the people of Japan and it is important that we ensure it continues to grow and evolve. The level of media attention was significant, particularly in relation to the upcoming 80<sup>th</sup> Anniversary preparations.

I thank Deputy Mayor Cr Paul Smith, Cr Bill West and General Manager Paul Devery for their efforts representing Cowra Council on this trip.

I feel honoured to have led the delegation as Mayor of Cowra. I enjoyed the experience immensely and commend to Council the benefits of continuing such a visit at least once during each term of Council.

**ATTACHMENTS**

- I. Selection of photos - Delegation Visit to Japan April 2024 [↓](#)























## **4 GENERAL COMMITTEE RECOMMENDATIONS - MONDAY, 13 MAY 2024**

File Number: D24/831

Author: Graham Apthorpe, Acting Director - Corporate Services

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The Committee refers the following recommendations to Council:

### **DIRECTOR-CORPORATE SERVICES REPORT**

#### **4.1 Donation – Cowra Local Aboriginal Land Council**

##### **RECOMMENDATION**

That Council provide a donation of \$899 from the Section 356 expenses budget to assist Cowra Local Aboriginal Land Council (CLALC) in purchasing a new oven.

#### **4.2 Donation – Ky Garratt**

##### **RECOMMENDATION**

That Council vary its policy by providing a donation of \$600 from the Section 356 expenses budget to assist Ky Garratt in attending the U18 Oceania athletic Championships in hammer event on 2-9 June 2024 in Suva, Fiji.

#### **4.3 Section 355 Committee Draft Minutes - Cowra Regional Art Gallery Advisory Committee**

##### **RECOMMENDATION**

1. That the draft Minutes of the Cowra Regional Art Gallery Advisory Committee meetings held on 14 February and 13 March 2024 be noted.
2. That a letter of appreciation be forwarded to Linda Chant on her retirement thanking for her contribution to the Cowra Regional Art Gallery Advisory Committee.

#### **4.4 Investments**

##### **RECOMMENDATION**

That Council note the Investments and Financial Report for April 2024.

## 5 GENERAL MANAGER

### 5.1 Reconciliation Working Party

File Number: D24/827

Author: Paul Devery, General Manager

### RECOMMENDATION

**That Council re-register with Reconciliation Australia to develop a Reconciliation Action Plan (Reflect) under their established framework.**

---

### INTRODUCTION

At the February 2023 council meeting a resolution was passed to Register with Reconciliation Australia to develop a Reconciliation Action Plan (Reflect) under their guidance. That 12-month term has now concluded and the Working Party is seeking approval from Council to sign up for a further 12-month period in order for the process to continue.

### BACKGROUND

Council's Reconciliation Working Party, formed in September 2022 has been steadily working over the past 18 months to develop a Reconciliation Action Plan (RAP). The Working Party has been pleased to welcome to meetings over the past six months representatives from the Cowra Local Aboriginal Land Council, to provide their perspective on the development of the plan.

### BUDGETARY IMPLICATIONS

The estimated cost for 12 months is \$1500.

### ATTACHMENTS

Nil

## 6 DIRECTOR-CORPORATE SERVICES

### 6.1 Release of Closed Decisions

File Number: D24/622

Author: Graham Apthorpe, Acting Director - Corporate Services

#### RECOMMENDATION

That Council note the release of the resolutions made in Closed Council at the Council Meetings on 22 January, 26 February, 18 March, 25 March and 22 April 2024:

##### Request for Water Account Adjustment - Assessment Number 45481

###### Resolution 11/24

That Council approve a credit adjustment to the value of \$1,260.44 to the water account (Assessment Number 45481) on the grounds of extenuating circumstances.

##### Request for Water Account Adjustment - Assessment Number 70620

###### Resolution 12/24

That Council approve a credit adjustment to the value of \$293.90 to the water account (Assessment Number 70620) on the grounds of extenuating circumstances.

##### Request for Tender 16/2023 - Purchase of 14 Tonne Roller - Plant 125

###### Resolution 13/24

1. That Council purchase one Caterpillar CS68B Smooth Drum Roller from WesTrac Pty Ltd for a price of \$215,600.00 GST inclusive.
2. That Council accept the trade-in price offered from WesTrac Pty Ltd of \$55,000 GST inclusive for Council's current Plant 125 - 2008 Hamm 3518 self-propelled smooth drum roller.
3. That WesTrac Pty Ltd be advised of their successful offers and those unsuccessful be notified.

##### Request for Tender 17/2023 - Tree Trimming and Removal Services Within Cowra Shire 2023-2026

###### Resolution 33/24

That Council accept the following tenders for RFT 17/2023 - Tree Trimming and Removal Services to establish a panel contract from 4 March 2024 to 31 December 2026:

- Agile Arbor Pty Ltd
- Asplundh Tree Expert (Australia) P/L
- JG Arbor
- Lachlan Valley Tree Services Pty Ltd
- OS Trees P/L
- S & J Tree Care (NSW) P/L
- Tree Craft (NSW) Pty Ltd

##### Request for Tender 18/2023 - Cabin Replacement - Cowra Van Park

###### Resolution 34/24

1. That Council awards Tender 18/2023 Cabin Replacement – Cowra Van Park to Uniplan Group Pty Ltd for the lump sum of \$518,712.67 GST inclusive (\$471,556.97 excl GST) to build, deliver and install three new cabins consisting of:
  - 2 x two bedroom cabins with optional inclusions
  - 1 x two bedroom accessible cabin with optional inclusions.

- 2. That Uniplan Group Pty Ltd be notified of their successful tender and that the unsuccessful tenderers be notified.**

**Crown Land Management of Part Crown Reserve 703 - Lot 7301 DP 1149856 and the Aboriginal Land Claim 37042**

**Resolution 35/24**

**That Council authorises the Director Infrastructure and Operations to commence negotiations with the NSW Aboriginal Land Council (NSWALC) to:**

- seek concurrence from NSWALC to withdraw the land claim over the Gateway Park 0.4HA portion of the reserve containing the 'Welcome to Cowra' signage and park area;**
- propose an adequate compensation to NSWALC to purchase the 0.4Ha land area;**
- apply to Crown Lands to have the 0.4Ha portion of the Crown reserve managed by Council;**
- contact and notify the Cowra Local Aboriginal Land Council (LALC).**

**Request for Tender 1/2024 - Sealing and Resealing Services – New Work and Town Street Reseals**

**Resolution 40/24**

**That Council accept the submission from Denrith Pty Ltd for Vendor Panel Request 402206 - RFT 1/2024 Sealing and Resealing Services – New Work and Town Street Reseals for the sum of \$639,298.00 GST inclusive.**

**Carpark Lease - 74 Kendal Street Cowra**

**Resolution 64/24**

- 1. That Council not accept the proposal submitted by NSW Country Investments Pty Ltd to enter into \$150/day (excl. GST) lease agreement in relation to the carpark at the rear of 74 Kendal Street Cowra.**
- 2. That Council continue to liaise with the owners in an effort to secure a tenant(s) for the top floor of the building.**
- 3. That Council continue discussions with the owner in relation to the ongoing maintenance of the carpark, lighting and landscaping within the carpark.**

**Request for Water Account Adjustment - Assessment Number 78631**

**Resolution 85/24**

**That Council defer consideration of a request for water account adjustment (Assessment Number 78631) pending Council seeking advice from the Water Ombudsman on the matter.**

**Request for Water Account Adjustment - Assessment Number 36865**

**Resolution 86/24**

**That Council approve a credit adjustment to the value of \$2,728.92 to the water account (Assessment Number 36865) on the grounds of extenuating circumstances.**

**Request for Tender S2 2024 - Supply, Delivery and/or Installation of Guardrail and Wire Rope Safety Fencing**

**Resolution 87/24**

**That Council accept and sign contracts with RBK Pty LTD t/as Top Notch Fencing, and Western Safety Barriers Group Pty Ltd for the supply, delivery and/or installation of**



*guardrail and wire rope safety fencing for the period 1 May 2024 to 30 April 2026 with an optional 12 month extension.*

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**INTRODUCTION**

The above decisions were made at the Council Meetings on 22 January, 26 February, 18 March, 25 March and 22 April 2024. These decisions have now been released by the Chairperson.

**BUDGETARY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**6.2 Quarterly Budget Review Statement - March 2024**

File Number: D24/689

Author: Graham Apthorpe, Acting Director - Corporate Services

**RECOMMENDATION**

**That the Third Quarterly Budget Review for the quarter ended 31 March 2024 be adopted.**

**INTRODUCTION**

The Third Quarterly Budget Review for the period ended 31 March 2024 is presented to Council for adoption.

**BACKGROUND**

The Third Quarterly Budget Review was presented to the Information Meeting held on Monday 20 May 2024:

Fund	Original Estimate (\$000's)	1 <sup>st</sup> Quarter Variation (\$000's)	2 <sup>nd</sup> Quarter Variation (\$000's)	3 <sup>rd</sup> Quarter Variation (\$000's)	Revised Estimate for 30/06/2024 (\$000's)
General	\$ 7,397 Surplus	\$ 1,481 Improvement	\$ 2,732 Improvement	\$ 1,107 Deterioration	\$ 10,503 Surplus
Waste	\$ 42 Surplus	\$ 54 Improvement	\$ 351 Improvement	\$ 58 Improvement	\$ 504 Surplus
Water	\$ 1 Surplus	\$ 3,370 Improvement	\$ 980 Deterioration	\$ 25 Improvement	\$ 2,417 Surplus
Sewer	\$ 477 Deficit	\$ 58 Deterioration	\$ 312 Deterioration	\$ 1,057 Improvement	\$ 211 Surplus
Total	\$ 6,964 Surplus	\$ 4,846 Improvement	\$ 1,791 Improvement	\$ 33 Improvement	\$ 13,634 Surplus

**BUDGETARY IMPLICATIONS**

A \$33,000 improvement in the 2023-2024 Budget during the quarter with a revised estimate of \$13,634,000.

**ATTACHMENTS**

- I. Quarterly Budget Review Statement 2023/24 – Third Quarter (March) [↓](#)

COWRA SHIRE COUNCIL

Quarterly Budget Review Statement  
for the period 01/01/24 to 31/03/24

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COWRA SHIRE COUNCIL

**Quarterly Budget Review Statement**

for the period 01/01/24 to 31/03/24

**Report by Responsible Accounting Officer**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

It is my opinion that the Quarterly Budget Review Statement for COWRA SHIRE COUNCIL for the quarter ended 31/03/24 indicates that Council's projected financial position at 30/6/24 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

**Signed:** \_\_\_\_\_

**Date:**

Mr G Apthorpe  
Responsible Accounting Officer

## COWRA SHIRE COUNCIL

## Quarterly Budget Review Statement

for the period 01/01/24 to 31/03/24

## Income &amp; Expenses Budget Review Statement

Budget Review for the quarter ended 31 March 2024

## Income &amp; Expenses - Council Consolidated

(\$000's)	Original Budget 2023/24	Approved Changes			Revised Budget 2023/24	Actual YTD figures
		September QBRS	December QBRS	March QBRS		
<b>Income</b>						
Rates and Annual Charges	16,234	61	(226)	(7)	16,062	15,311
User Charges and Fees	15,087	(195)	4,934	(565)	19,261	10,991
Other Revenues	1,465	109	236	419	2,230	1,256
Grants & Contributions - Operating	11,778	(466)	3,202	105	14,618	5,444
Grants & Contributions - Capital	6,059	6,031	(232)	(363)	11,495	5,035
Interest and Investment Revenues	1,289	-	525	33	1,847	1,609
Other income	236	-	(9)	-	227	147
Net gain from disposal of assets	170	-	-	7	178	121
<b>Total Income from Continuing Operations</b>	<b>52,318</b>	<b>5,540</b>	<b>8,430</b>	<b>(372)</b>	<b>65,917</b>	<b>39,914</b>
<b>Expenses</b>						
Employee Costs	17,401	(160)	179	174	17,594	12,419
Materials & Contracts	16,842	778	6,078	(611)	23,086	16,222
Borrowing Costs	883	-	-	-	883	583
Depreciation	8,684	-	382	-	9,066	6,799
Other Expenses	1,544	76	0	32	1,653	557
<b>Total Expenses from Continuing Operations</b>	<b>45,354</b>	<b>694</b>	<b>6,639</b>	<b>(405)</b>	<b>52,283</b>	<b>36,581</b>
<b>Net Operating Result from Continuing Operations</b>	<b>6,964</b>	<b>4,846</b>	<b>1,791</b>	<b>33</b>	<b>13,634</b>	
<b>Net Operating Result before Capital Items</b>	<b>904</b>	<b>(1,184)</b>	<b>2,023</b>	<b>396</b>	<b>2,140</b>	

## COWRA SHIRE COUNCIL

## Quarterly Budget Review Statement

for the period 01/01/24 to 31/03/24

## Income &amp; Expenses Budget Review Statement

Budget Review for the quarter ended 31 March 2024

## Income &amp; Expenses - General Fund

(\$000's)	Original Budget 2023/24	Approved Changes			Revised Budget 2023/24	Actual YTD figures
		September QBRS	December QBRS	March QBRS		
<b>Income</b>						
Rates and Annual Charges	7,728	22	2	(6)	7,746	7,748
User Charges and Fees	7,590	(195)	5,372	(817)	11,949	5,474
Other Revenues	390	94	236	152	872	259
Grants & Contributions - Operating	11,761	(581)	3,202	105	14,487	5,438
Grants & Contributions - Capital	5,959	2,601	(232)	(412)	7,916	3,373
Interest and Investment Revenues	1,159	-	500	16	1,675	1,453
Other income	210	-	(9)	-	201	135
Net gain from disposal of assets	170	-	-	7	178	121
<b>Total Income from Continuing Operations</b>	<b>34,965</b>	<b>1,942</b>	<b>9,071</b>	<b>(955)</b>	<b>45,023</b>	<b>24,002</b>
<b>Expenses</b>						
Employee Costs	13,744	(163)	212	76	13,869	9,654
Materials & Contracts	7,058	548	5,959	43	13,608	9,783
Borrowing Costs	188	-	-	-	188	118
Depreciation	5,067	-	168	-	5,235	3,926
Other Expenses	1,512	76	0	32	1,620	534
<b>Total Expenses from Continuing Operations</b>	<b>27,568</b>	<b>461</b>	<b>6,340</b>	<b>152</b>	<b>34,520</b>	<b>24,015</b>
<b>Net Operating Result from Continuing Operations</b>	<b>7,397</b>	<b>1,481</b>	<b>2,732</b>	<b>(1,107)</b>	<b>10,503</b>	
<b>Net Operating Result before Capital Items</b>	<b>1,438</b>	<b>(1,120)</b>			<b>2,586</b>	

## COWRA SHIRE COUNCIL

## Quarterly Budget Review Statement

for the period 01/01/24 to 31/03/24

## Income &amp; Expenses Budget Review Statement

Budget Review for the quarter ended 31 March 2024

## Income &amp; Expenses - Waste Fund

(\$000's)

## Income

	Original Budget 2023/24	Approved Changes			Revised Budget 2023/24	Actual YTD figures
		September QBRS	December QBRS	March QBRS		
Rates and Annual Charges	3,123	39	9	(1)	3,170	3,174
User Charges and Fees	719	-	383	250	1,352	1,202
Other Revenues	1,075	15	-	243	1,333	997
Grants & Contributions - Operating	0	-	-	-	-	-
Grants & Contributions - Capital	0	-	-	-	-	-
Interest and Investment Revenues	17	-	-	10	27	23
Other income	3	-	-	-	3	1
Net gain from disposal of assets	0	-	-	-	-	-
<b>Total Income from Continuing Operations</b>	<b>4,937</b>	<b>54</b>	<b>392</b>	<b>501</b>	<b>5,885</b>	<b>5,397</b>

## Expenses

Employee Costs	1,926	-	(16)	5	1,916	1,334
Materials & Contracts	2,634	1	33	438	3,106	1,900
Borrowing Costs	7	-	-	-	7	4
Depreciation	324	-	25	-	349	262
Other Expenses	2	-	-	-	2	-
<b>Total Expenses from Continuing Operations</b>	<b>4,895</b>	<b>1</b>	<b>42</b>	<b>444</b>	<b>5,381</b>	<b>3,500</b>

## Net Operating Result from Continuing Operations

42	54	351	58	504
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## Net Operating Result before Capital Items

42	54			504
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## COWRA SHIRE COUNCIL

## Quarterly Budget Review Statement

for the period 01/01/24 to 31/03/24

## Income &amp; Expenses Budget Review Statement

Budget Review for the quarter ended 31 March 2024

## Income &amp; Expenses - Water Fund

(\$000's)

## Income

	Original Budget 2023/24	Approved Changes			Revised Budget 2023/24	Actual YTD figures
		September QBRS	December QBRS	March QBRS		
Rates and Annual Charges	2,057	-	-	-	2,057	1,339
User Charges and Fees	5,745	-	(770)	-	4,975	3,438
Other Revenues	0	-	-	-	-	-
Grants & Contributions - Operating	17	115	-	-	132	6
Grants & Contributions - Capital	34	3,430	-	-	3,463	1,613
Interest and Investment Revenues	37	-	-	-	37	35
Other income	0	-	-	-	-	-
Net gain from disposal of assets	0	-	-	-	-	-
<b>Total Income from Continuing Operations</b>	<b>7,890</b>	<b>3,544</b>	<b>(770)</b>	<b>-</b>	<b>10,664</b>	<b>6,431</b>

## Expenses

Employee Costs	1,225	3	(8)	55	1,274	1,040
Materials & Contracts	4,131	172	86	(81)	4,308	3,079
Borrowing Costs	208	-	-	-	208	134
Depreciation	2,297	-	132	-	2,428	1,821
Other Expenses	29	-	-	-	29	21
<b>Total Expenses from Continuing Operations</b>	<b>7,889</b>	<b>174</b>	<b>210</b>	<b>(25)</b>	<b>8,248</b>	<b>6,096</b>

## Net Operating Result from Continuing Operations

	<b>1</b>	<b>3,370</b>	<b>(980)</b>	<b>25</b>	<b>2,417</b>	
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## Net Operating Result before Capital Items

	<b>(33)</b>	<b>(60)</b>			<b>(1,047)</b>	
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## COWRA SHIRE COUNCIL

## Quarterly Budget Review Statement

for the period 01/01/24 to 31/03/24

## Income &amp; Expenses Budget Review Statement

Budget Review for the quarter ended 31 March 2024

## Income &amp; Expenses - Sewer Fund

(\$000's)

## Income

	Original Budget 2023/24	Approved Changes			Revised Budget 2023/24	Actual YTD figures
		September QBRS	December QBRS	March QBRS		
Rates and Annual Charges	3,326	-	(237)	-	3,089	3,050
User Charges and Fees	1,033	-	(51)	2	984	877
Other Revenues	0	-	-	25	25	-
Grants & Contributions - Operating	0	-	-	-	-	-
Grants & Contributions - Capital	67	-	-	48	115	49
Interest and Investment Revenues	76	-	25	7	108	98
Other income	24	-	-	-	24	10
Net gain from disposal of assets	0	-	-	-	-	-
<b>Total Income from Continuing Operations</b>	<b>4,526</b>	<b>-</b>	<b>(263)</b>	<b>82</b>	<b>4,345</b>	<b>4,084</b>

## Expenses

Employee Costs	506	1	(9)	37	535	391
Materials & Contracts	3,019	57	-	(1,012)	2,064	1,460
Borrowing Costs	479	-	-	-	479	327
Depreciation	997	-	57	-	1,054	790
Other Expenses	2	-	-	-	2	1
<b>Total Expenses from Continuing Operations</b>	<b>5,002</b>	<b>58</b>	<b>49</b>	<b>(975)</b>	<b>4,134</b>	<b>2,970</b>

## Net Operating Result from Continuing Operations

(477)	(58)	(312)	1,057	211	
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## Net Operating Result before Capital Items

(544)	(58)			95	
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COWRA SHIRE COUNCIL

Income & Expenses Budget Review Statement  
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details
<b>INCOME</b>	
<b>USER CHARGES &amp; FEES</b>	
Decreased by:	
- \$574,795 due to income for state road reseals being removed - will be completed by Transport for NSW this year.	
<b>OTHER REVENUE</b>	
Increased by:	
- \$201,613 due to increased CDS processing fee,	
- \$167,777 due to additional insurance claim income.	
<b>GRANTS &amp; CONTRIBUTIONS - CAPITAL</b>	
Decreased by:	
- \$427,500 due to deferral of construction of the RFS station at Woodstock.	
<b>EXPENSES</b>	

## COWRA SHIRE COUNCIL

## Quarterly Budget Review Statement

for the period 01/01/24 to 31/03/24

## Capital Budget Review Statement

Budget review for the quarter ended 31 March 2024

## Capital Budget - Council Consolidated

(\$000's)	Original Budget 2023/24	Approved Changes			Revised Budget 2023/24	Actual YTD figures
		September QBRs	December QBRs	March QBRs		
<b>Capital Expenditure</b>						
New Assets						
- Plant & Equipment	1,547	1,028	-	25	2,600	1,412
- Land & Buildings	-	141	450	(418)	173	173
- Infrastructure	11,344	4,380	977	(10,964)	5,736	2,566
- Other Assets	100	624	(383)	90	431	243
Renewal Assets (Replacement)						
- Land & Buildings	3,345	464	1	(574)	3,236	1,528
- Infrastructure	7,257	3,629	(1,341)	27	9,571	3,986
- Other Assets	3,621	423	(2,995)	-	1,049	23
Loan Repayments (Principal)	1,385	-	-	-	1,385	1,035
<b>Total Capital Expenditure</b>	<b>28,598</b>	<b>10,689</b>	<b>(3,291)</b>	<b>(11,814)</b>	<b>24,182</b>	<b>10,966</b>
<b>Capital Funding</b>						
Rates & Other Untied Funding	3,306	837	(677)	418	3,883	2,630
Capital Grants & Contributions	6,059	6,031	(232)	(363)	11,495	5,035
Reserves:						
- External Restrictions/Reserves	3,508	2,361	(630)	(55)	5,185	1,645
- Internal Restrictions/Reserves	2,955	1,281	(1,244)	6	2,998	1,656
New Loans	12,770	179	(508)	(11,820)	621	-
<b>Total Capital Funding</b>	<b>28,598</b>	<b>10,689</b>	<b>(3,291)</b>	<b>(11,814)</b>	<b>24,182</b>	<b>10,966</b>
<b>Net Capital Funding - Surplus/(Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

COWRA SHIRE COUNCIL

Quarterly Budget Review Statement  
for the period 01/01/24 to 31/03/24

Capital Budget Review Statement  
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details
CAPITAL EXPENDITURE	
INFRASTRUCTURE - RENEWAL	
Decreased by:	
- \$11,061,083 due to deferral of the West Cowra sewer project	
CAPITAL FUNDING	
NEW LOANS	
Decreased by:	
- \$11,055,377 due to deferral of the West Cowra sewer project	

## COWRA SHIRE COUNCIL

## Quarterly Budget Review Statement

for the period 01/01/24 to 31/03/24

## Cash &amp; Investments Budget Review Statement

Budget review for the quarter ended 31 March 2024

## Cash &amp; Investments - Council Consolidated

(\$000's)

Externally Restricted <sup>(1)</sup>

	Original Budget 2023/24	Approved Changes			Revised Budget 2023/24	Actual YTD figures
		September QBRs	December QBRs	March QBRs		
Developer Contributions - General	139				139	139
Developer Contributions - Water	0				-	-
Developer Contributions - Sewer	0				-	-
Water Supplies	8,327	(2,185)	(56)	(141)	5,945	7,822
Sewerage Supplies	10,466	(1,000)	(254)	989	10,201	9,041
Domestic Waste Management	1,279			41	1,320	1,320
Deposits - Trust Fund	804	114		324	1,242	1,242
Contract Liability - General Fund	785				785	2,353
<b>Total Externally Restricted</b>	<b>21,800</b>	<b>(3,071)</b>	<b>(310)</b>	<b>1,213</b>	<b>19,632</b>	<b>21,917</b>

(1) Funds that must be spent for a specific purpose

Internally Restricted <sup>(2)</sup>

Plant & Vehicle Replacement	2,445	(1,028)			1,417	1,417
Built Asset Replacement	2,322	(66)	(40)	384	2,600	2,600
Employees Leave Entitlement	961				961	961
Aquatic Centre Capital Renewal	0		1,245		1,245	1,245
Art Gallery	3				3	3
Bad Debts	82				82	82
Business Assistance	48			2	50	50
Caravan Parks	921		44	(9)	957	957
Civic Centre	27	(7)	(2)		18	18
Election	112				112	112
Quarry Rehabilitation	460	(1)			459	459
RMS Warranty	250				250	250
Saleyards	35			13	48	48
Statecover	148		(4)	(30)	114	114
Statewide	158	2			160	160
Waste	1,182	5	233	(21)	1,399	1,399
Depot Redevelopment	15				15	15
Pedestrian & Cycling Plan	50				50	50
Peace Precinct	8				8	8
Lachlan River Precinct	141				141	141
Unexpended Grants	2,819	(1,788)	2,564	(67)	3,528	3,528
Financial Assistance Grants in Advance	2,137				2,137	2,137
<b>Total Internally Restricted</b>	<b>14,324</b>	<b>(2,883)</b>	<b>4,040</b>	<b>272</b>	<b>15,753</b>	<b>15,753</b>

(2) Funds that Council has earmarked for a specific purpose

Unrestricted (i.e. available after the above Restrictions)

	6,092				5,925	1,645
<b>Total Cash &amp; Investments</b>	<b>42,216</b>				<b>41,310</b>	<b>39,315</b>

COWRA SHIRE COUNCIL

**Quarterly Budget Review Statement**  
for the period 01/01/24 to 31/03/24

**Cash & Investments Budget Review Statement**

**Comment on Cash & Investments Position**

**Investments**

Investments have been invested in accordance with Council's Investment Policy.

**Cash**

The Cash at Bank figure included in the Cash & Investment Statement totals \$5,044,855

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.

## COWRA SHIRE COUNCIL

**Key Performance Indicators Budget Review Statement - Council specific KPI's**

Budget review for the quarter ended 31 March 2024

(\$000's)	<b>Current Projection</b>		<b>Actuals</b>	
	Amounts	Indicator	<b>Prior Periods</b>	
	23/24	23/24	22/23	21/22

The Council monitors the following Key Performance Indicators:

**1. Operating Performance Ratio**Total continuing operating revenue <sup>(1)</sup>

(excl. Capital Grants &amp; Contributions) - Operating Expenses

Total continuing operating revenue <sup>(1)</sup>

2140

54,422

3.93%

4.51%

6.50%

**2. Rates & Annual Charges, Interest & Extra Charges Outstanding Percentage \***

Rates &amp; Extra Charges Outstanding

Rates &amp; Extra Charges Collectible

2000

16,062

12.45%

13.32%

14.68%

\* Includes Water Accounts raised in June not collectable until July.

COWRA SHIRE COUNCIL

Quarterly Budget Review Statement  
for the period 01/01/24 to 31/03/24

Contracts Budget Review Statement

Budget review for the quarter ended 31 March 2024  
Part A - Contracts Listing - contracts entered into during the quarter

Contractor	Contract detail & purpose	Contract Value \$	Start Date	Budgeted (Y/N)	Notes
Uniplan Group Pty Ltd	Replacement of three cabins at Cowra Van Park	471,557	26/02/24	N	Council Resolution 34/24 Will be offset by insurance claim income
WesTrac Pty Ltd	Purchase of 14 tonne roller - Plant 125	196,000	22/01/24	Y	Council Resolution 13/24
Denrith Pty Ltd	Sealing and resealing services	581,180	18/03/24	Y	Council Resolution 40/24



COWRA SHIRE COUNCIL

Quarterly Budget Review Statement  
for the period 01/01/24 to 31/03/24

Consultancy & Legal Expenses Budget Review Statement

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	100,363	Y
Legal Fees	58,706	Y

Definition of a consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

Carryover - 30th June, 2023					
WO	Description	Carryover Amount	Funding Source	Funding Amount	Unfunded Carryover
GENERAL FUND:					
General Manager's Department					
1026	Cowra Japanese Garden & Cultural Centre - Plant/Labour Contribution	20,934			20,934
2111	Cowra Voices Audio Archive Project	4,245	Unexpended Grants Reserve	4,245	-
2058	Events Coordination & Administration	12,307	W2028 - Grant - Reconnecting Regional NSW	12,307	-
2052	Chalk Up Festival	24,598	W2028 - Grant - Reconnecting Regional NSW	24,598	-
134	Training	59,652			59,652
Corporate Services					
2166	2023 Winter Holiday Break Program	7,000	Unexpended Grants Reserve	7,000	-
130	Major Software & Infrastructure Upgrades	70,052			70,052
955	Local Projects Grant Expenditure	44,526	Unexpended Grants Reserve	44,526	-
2170	Cowra Library Refurbishment	267,362	W2171 - Library Infrastructure Grant	267,362	-
957	Revitalising Regional Libraries	16,000	Unexpended Grants Reserve	16,000	-
2119	NATSIAA Conference & Exhibition Darwin	3,000	Unexpended Grants Reserve	3,000	-
855	Cowra Sculpture Park	41,027			41,027
2024	Accessibility Upgrade - Grant Funded	(8,674)	W2023 - Grant - Civic Centre Access Upgrade	(8,674)	-
Environmental Services					
881	Small Environmental Grants Program	17,032			17,032
2039	NSW Planning Portal - Setup	33,809	Unexpended Grants Reserve	33,809	-
880	Disabled Access Incentive Fund	37,841			37,841
883	Local Heritage Fund	7,310			7,310
884	Heritage Advisor	14,737			14,737
	Strong Start Cadetship Program	25,000	Unexpended Grants Reserve	25,000	-
Tech Services, Bushfire & Building Maintenance					
1914	Cowra Gasworks - Voluntary Management Plan	(1,642)			(1,642)
1123	RFS - Torrington - New Station	141,108	W1138 - RFS - Torrington - Reimbursement	141,108	-
1205	Building Asset Management Plan (AMP) Works	55,740	Built Asset Replacement Program Reserve	55,740	-
	Proposed Loan Funding - Roof Replacements	(179,238)	Built Asset Replacement Program Reserve	(179,238)	-
Cowra Works					
2064	RTR - Gowerhardy Stormwater Drainage - Stage 1	304,582	1231 - Roads to Recovery Grant (RTR)	304,582	-
2113	RTR - Pennsylvania Road Bridge - Major Repairs	37,028	1231 - Roads to Recovery Grant (RTR)	37,028	-
1645	RTR - Kangaroo Flat Rd - Rehab & Seal 8.9-12.2 (FLR2)	(51,513)	Unexpended Grants Reserve	(83,363)	-
1647	RTR - Kangaroo Flat Rd - Rehab & Seal 13.1-14.8 (FLR2)	(25,152)			
1648	RTR - Mt McDonald Rd - Rehab & Seal 4.4-5.3 (FLR2)	(86,234)	W1655 - Fixing Local Roads Grant - Round 2	(162,337)	-
1649	RTR - Mt McDonald Rd - Rehab & Seal 6.7-7.7 (FLR2)	(82,801)			
1783	RTR & FLR3 - Camp Rd Seal 1.6-3.6km	(97,492)	Unexpended Grants Reserve	(27,546)	-
			W1879 - Fixing Local Roads Grant - Round 3	(69,946)	
1231	Increase Income - Roads to Recovery Grant (RTR) - 2020-2024	(573,843)	Unexpended Grants Reserve	(573,843)	
265	Cowra Street Reseals	55,454	W2127 - Grant - LRCI R3 - St Reseals	55,454	-
	Gravel Resheeting	403,101	W2129 - Grant - LRCI R3 - Resheeting	403,101	-
284	George Campbell Bridge Replacement	47,613	W282 - Federal Bridges Renewal Program	47,613	
2038	Chiverton Road - Repair Drainage Erosion	93,839			93,839
2150	Reduce Income - Grant - RLRRP - Regional Roads	109,578	Reduce W2139 - RLRRP Exp - Regional Rds	62,912	-
			Unexpended Grants Reserve	46,666	
2156	Reduce Income - Grant - RLRRP - Cowra Streets	205,664	Unexpended Grants Reserve	205,664	-
2152	Reduce Income - Grant - RLRRP - Rural Roads	2,003,986	Unexpended Grants Reserve	2,003,986	-
	FLR - Pothole Repair Expenditure - Rural Roads	15,622	Unexpended Grants Reserve	263,380	-
			W2078 - FLR - Pothole Repair Grant	(247,758)	
	Disaster Assistance Arrangement (AGRN1034) Expense	20,931	Unexpended Grants Reserve	20,931	-
Cowra Services					
1217	Plant Purchases	1,028,078	Plant Reserve	1,028,078	-
2164	EOI Development Contractor for Pool Grant	14,200			14,200
1680	Pool Concept Design & Specifications	16,000			16,000
2091	Weed Control - Bellevue Hill Reserve (2022-23 CRIF)	15,210	Unexpended Grants Reserve	15,210	-
1716	Playground Asset Renewal	10,083	Built Asset Replacement Program Reserve	10,083	-
1720	River Front Project Preliminaries (Public Spaces)	132,463	W1731 - Grant - Public Open Spaces	1,529,324	-
1721	River Front Footpaths (Public Spaces)	196,663			
1722	River Front Street Furniture (Public Spaces)	12,820			
1723	River Front Carparking Area (Public Spaces)	132,045			
1727	Public Art Murals (Public Spaces)	212,143			
1728	Village Signs (Public Spaces)	404,235			
2093	Additional Pathways at Peace Precinct (Public Spaces)	438,955			
1899	Col Stinson Park Amenities and Clubhouse	(1,946)	W1898 - SCC Round 4 - Col Stinson Park	(1,946)	-
2172	Col Stinson Park Courts & Seating	327,000	W2173 - Grant - LRCI R3 - Col Stinson Park	327,000	-
2122	eID Planning & Design	8,000	Unexpended Grants Reserve	8,000	-
Total General Fund		6,040,037		5,649,055	390,982
WATER FUND:					
1417	Cowra Integrated Water Cycle Management (IWCM)	229,119	W1436 - Safe & Secure Grant - Cowra IWCM	114,558	-
			Water Reserve	57,281	
			Sewer Reserve	57,281	
1384	Water - Replace Telemetry System	24,472	Water Reserve	24,472	-
1385	Water - Mains Replacement/Renewal	206,596	Water Reserve	206,596	-
1391	Water - High Level Lift Pump (River) Switch Board	692,109	Water Reserve	692,109	-
1393	WTP Office Extension	10,000	Water Reserve	10,000	-
1415	Water - Transfer Pump Refurbishment	150,000	Water Reserve	150,000	-
1421	Construct Emergency Drought Supply	3,429,728	Contract Liability	3,299,834	-
			WO 1433 - Safe & Secure - Drought	129,894	
1697	Water - Reservoir Chlorine Monitoring System	41,719	Water Reserve	41,719	-
1698	Water - Wyangala Village Mains Renewal	38,932	Water Reserve	38,932	-
1699	Water - Install Solar PV 26kW System - Cowra WTP	25,000	Water Reserve	25,000	-
1869	Water - Comerford St & Lachlan St Main Replacement	240,000	Water Reserve	240,000	-
2019	Water - Mains Replacement - Bernie Heilman St	181,703	Water Reserve	181,703	-
2020	Water - Mains Replacement - Brougham St	29,887	Water Reserve	29,887	-
2021	Water - Mains Replacement - Vaux Lane	452,077	Water Reserve	452,077	-
Total Water Fund		5,751,342		5,751,342	-
SEWER FUND:					
1485	Sewer - Mains Replacement	740,180	Sewer Reserve	740,180	-
1490	Sewer - West Cowra Sewer Reticulation	37,353	Sewer Reserve	37,353	-
1594	Sewer - Permanent Flow Gauging	50,140	Sewer Reserve	50,140	-
1692	Sewer - Install Solar PV 99kW System - Cowra STP	110,000	Sewer Reserve	110,000	-
Total Sewer Fund		937,673		937,673	-
WASTE FUND:					
1580	Staff Amenities Building & Admin Office Renovation	50,000	Waste Reserve	50,000	-
Total Waste Fund		50,000		50,000	-
GRAND TOTAL		12,779,052		12,388,070	390,982

**6.3 Appointment of Chair to the Audit, Risk & Improvement Committee**

File Number: D24/784

Author: Graham Apthorpe, Acting Director - Corporate Services

**RECOMMENDATION**

**That Mr Ron Gillard, currently an Independent Member on Council's Audit Risk and Improvement Committee be appointed as Chair effective from 27 May 2024**

---

**INTRODUCTION**

Council adopted the ARIC Terms of Reference at its Council meeting on 22 April 2024 which now requires that new Independent Members and the Chair be authorised by a Council resolution. There is currently no Chair of the ARIC.

**BACKGROUND**

The Council's ARIC is required to have three members however there are only two at this time, being Mr. Ron Gillard and Mr. Geoff Twomey. In accordance with the ARIC Terms of Reference, Council has invited expressions of interest for a third member, effective from July 1, 2024. Mr. Gillard stepped down as Chair in February 2024 because, as per the Terms of Reference, the Chair must be reappointed by Council rather than continuing automatically.

Given Mr. Gillard's extensive experience as an ARIC member and to ensure continuity with the addition of a new member, it is proposed that Council appoint Mr. Gillard as Chair for four years to match the term of the next Council.

**BUDGETARY IMPLICATIONS**

Included in Council's LTFP 2024/25

**ATTACHMENTS**

Nil

## 7 DIRECTOR-INFRASTRUCTURE & OPERATIONS

### 7.1 Waste and Resource Recovery Strategy 2023 to 2032

File Number: D24/838

Author: Dirk Wymer, Director-Infrastructure & Operations

### RECOMMENDATION

**That Council adopt the Cowra Waste and Resource Recovery Strategy 2023 to 2032 as presented.**

---

### INTRODUCTION

This report is presented to this meeting with the recommendation to adopt the Waste and Resource Recovery Strategy 2023 -2032.

At the February General Committee meeting the Cowra Waste and Resource Recovery Strategy 2023 – 2032 (the Strategy) was presented to be implemented as a strategic plan within Council's Strategic Framework. Council resolved:

- 1. That Council endorses the draft Cowra Waste and Resource Recovery Strategy 2023-2032 for the purpose of public exhibition for a minimum of twenty eight (28) days in accordance with the Community Engagement Strategy.*

*That following the public exhibition the Director – Infrastructure & Operations provide a further report to Council for the formal adoption of the Cowra Waste and Resource Recovery Strategy 2023-2032 considering any submissions made.*

### BACKGROUND

The Strategy was widely advertised with two written submission received (refer attached):

- Clean Cowra submission (in summary):

*CLEAN has developed a Business case for a utility scale ACoD (Anaerobic Co-digestion facility) as a technology appropriate pathway for processing a number of aggregated biogenic (Biomass /organic) feedstocks. Commercial arrangements have been established for a number of feedstocks, dependant on the supplier requirements and potential off-take from the facility. FOGO has the potential for contributing as an additional waste stream, and whilst the volumes would be comparatively low\*, CLEAN would be interested in exploring the environmental, commercial and community benefits.*

*The Cowra B2e Project will demonstrate both the environmental and economic benefits bioenergy projects can deliver, as well as delivering broader low carbon and circular economic outcomes. These include renewable energy generation that is decentralised and dispatchable, decarbonisation through emissions reduction, biogenic substitute for current nutrient applications, and local employment opportunities, ranging from skilled to highly skilled, across multiple sectors.*

*CLEAN wish to indicate an Expression of Interest in tendering to undertake Bin Data Audit of the Domestic and Commercial Waste*

*This would be done in conjunction with associated consultant/s, to establish the FOGO streams diversion quantities. Some initial analysis was undertaken for the Biomass Resource Audit as part of the Pre-feasibility Study ( 2016.) which Council provided support.*

*Subsequent updated information was established in 2018 and 2022.*

*CLEAN through it associates has identified other technology solutions for other non-biomass waste streams such as PET & Soft plastic.*

*As plastic separation commonly is required as part of FOGO pre-treatment to ensure contamination of feedstock to AD is negated, this aspect has been investigated.*

*Suggestions -*

*CLEAN would be interested in co-designing community educational sessions on the potential and implications for FOGO. Multiple presentations at State and Federal forums have been made over the years emphasising the benefits to regional agricultural communities.*

*Waste voucher system is a great identified initiative. Could be utilised for FOGO stream as well to incentivise uptake.*

- Cr Erin Watt provide amendments incorporated into the final Waste Strategy Action Plan.

Additionally, two public consultation sessions were held with Council staff providing an information display on 26th and 28th of March at Squire Park from 10am to 2pm. The comments from the Council staff team attending this were as follows:

- believe that it was a great success,
- the display was demonstrating some of the new recycling options for residents to use
- some comments on the photos that we had pinned up on the board showing the contamination and needles in our recycling (eg *can't believe people are that disgusting and don't care about the environment*)
- question received *'when is Cowra getting a green waste bin because we need one. I don't have a trailer and I can't put grass clippings in my rubbish bin because it fills it up.'*
- There was a lot of questions around the green waste/ FOGO bin service,
  - what is FOGO
  - how much more will it cost on my rates
  - when will the FOGO service be starting.
- one question about what is Council doing about soft plastics if anything.
- A comment *'good to see Council being proactive and taking steps towards improving services and trying to look after the town'*
- Some out of town travellers stopped and commented on how good the town looked.

Council staff have also received some input at the Material Recycling Facility; from customers eg *'they have read the waste strategy and like what we are trying to achieve.'*

As previously reported, the key challenges and opportunities identified for the short term are:

- The design and shaping of the Cowra landfill at Glen Logan Road: the proposed re-design of the landfill shape will improve the operation of the landfill, decrease leachate generation and decrease forecast capital costs already included in the Long-Term Financial Plan. The potential cost savings from improved landfill management could then be available to assist with the implementation of new services.
- The high contamination rate of the yellow bin recycling service: the strategy includes operational actions to improve the removal of contaminants when sorting recycling, and education / behaviour change to reduce contamination at source.

- The NSW Waste and Sustainable Materials Strategy 2041 requires the separate collection of
  - food and garden organics from all NSW households by 2030.
  - food waste from targeted businesses and other entities that generate the highest volumes of including large supermarkets and hospitality businesses, by 2025.
- The planning for implementation of FOGO includes a bin auditing program of current red and yellow bins to determine potential waste diversion into FOGO, investigation of options for adding the FOGO bin to household collection and investigation of options for treatment of the FOGO material.

The Waste Strategy Action Plan to address these key issues; as amended after public consultation; is as follows:

## 8.2 Waste Strategy Action Plan

Delivery Program		Waste Strategy Actions	How	Timeframe
E1.1 Maximise opportunities for the Cowra Material Recycling facility to participate in the circular economy.	E1.1 a Continue partnership with Cleanaway	CDS tonnages maintained or increasing.	Contract in place.	Ongoing
	E1.1 b Develop a MRF Masterplan to ensure the MRF is strategically designed to allow expansion opportunities in the future and to ensure the maximum longevity of waste management at the Glen Logan site.	Implement revised design of landfill to improve landfill operation efficiency.	Provide a report to Council on the proposed amended landfill engineering design including: <ul style="list-style-type: none"><li>landfill leachate management to reduce risk of environmental damage</li><li>options for management of biogas</li></ul>	2024 / 25
		Investigate biogas collection from landfill as part of revised design.	Engage a suitably experienced planning consultant to manage the amendments to the Development Consent and EPA licence.	2024 / 25
		Develop a plan to mitigate landfill leachate risk.	Obtain all regulatory approvals and landfill operating as per approved amended design.	2025 / 26
		Investigate dual weighbridge options.	The priority of this item is dependent on the potential implementation of the Regional Waste Levy; if the levy is introduced the efficiency of weighing on and off at the entrance to the site will need to improve.	2028 / 29
		Maintain and upgrade processing plant to improve efficiency		Ongoing
		MRF Masterplan adopted by Council		2028 /29
E1.1.c Maintain and	Maintain and upgrade recycling and	Identify annual costs of ongoing	2024 / 25	

Delivery Program		Waste Strategy Actions	How	Timeframe
	upgrade CDS and recycling processing area to allow for expanded intake.	CDS sorting process plant to improve efficiency Design and construct larger concrete area for unsorted CDS and yellow bin material.	maintenance and repairs of existing recycling and CDS sorting lines. Redesign sorting lines to improve efficiency.	
	E 1.1.d Develop a Recycling Education program	Program developed and delivered		2024 / 25
E4.1 Develop a Waste Management Strategy to meet the objectives of the “NSW EPA Waste and Sustainable Materials Strategy 2041”.	E4.1 b Review Waste collection services	Review usage and viability of village transfer stations	Keeping log of attendees, income and volumes.	Ongoing
		Review waste and recycling options for non-serviced areas within Cowra LGA.	Identify non-serviced populations and conduct surveys to determine waste and recycling disposal activities. /	2026 /27
	E4.1 c Deliver and promote clean town, villages and streetscapes	Improve waste disposal and recycling options in street scapes Deliver and promote village cleanliness	Increase options to dispose of recycling and problem waste e.g sharps in Cowra CBD and villages.	Ongoing
E4.2 Implement Food Organic and Garden Organics (FOGO) in line with State government strategies.	E4.2 a Implement Green Waste/FOGO bins for all commercial businesses and other entities that generate the highest volumes	Seek any available grant funding for commercial roll-out of Green Waste / FOGO. Business engagement and education undertaken through information sessions and collateral. Successful take-up of Green Waste/ FOGO bins by all commercial businesses and other high waste volume entities	Investigate options through: <ul style="list-style-type: none"> <li>Existing Netwaste contracts</li> <li>Neighbouring Council contracts</li> </ul>	2024 / 25 (must be implemented by 2025)
	E4.2 b Investigate requirements and	Complete annual bin audits	Engage bin auditor to provide information on the make up of the Cowra waste streams	Annually, 2024 to 2026



Delivery Program	Waste Strategy Actions	How	Timeframe
	implement residential FOGO system	and estimate potential FOGO diversion quantities	
	Investigate options for general waste bin sizes and collection frequency. Investigate options for FOGO treatment at the MRF. Investigate options for contract collection and treatment at other sites. Provide FOGO bins for all serviced properties.	Report models used to manage FOGO at other Councils and investigate opportunities within the MRF and in collaboration with external suppliers to manage and treat FOGO.	2025 - 2028
	Develop and adopt strategic plan for implementation of residential FOGO service		2028 / 29
	Provide FOGO bins for all serviced properties.		2029 / 30 (must be implemented by 2030)
E4.3 Work with the community to maximise recycling.	E4.3.a Promote recycling education program.	Promotion and education initiatives undertaken	Ongoing
	E4.3.b Participate in annual Netwaste 'Waste to Art' program.	Event conducted with good community participation.	Ongoing
	E4.3.c Participate in Garage Sale Trail	Event conducted with good participation from the community	Ongoing
	E 4.3.d Consider options for an feasibility of bulk	Council to provide residents with 2 bulky goods collection days per year. Report to Council	2024 / 25

Delivery Program	Waste Strategy Actions	How	Timeframe
	rubbish collection		
	E 4.3.e Reduce recycling contamination	Continue to provide and promote recycling education	Ongoing
		Investigate introduction of waste vouchers for zero contamination	
		Report to Council budget implication and criteria for allocating vouchers. Use the MRF app to allocate vouchers following bin audits.	
		Assess impacts of CDS operations and agreements	Ongoing
		Investigate new markets for recycled materials	Ongoing
		Continue to investigate options for the diversion of waste from landfill.	Ongoing
		Improve site management and pollution mitigation	Ongoing
	E4.3.f Investigate options for recycling and resource recovery	Investigate increasing variety of accepted products by embracing opportunities to process problem waste	Ongoing
		Investigate innovative methods to process recycling and problem waste	Ongoing

## BUDGETARY IMPLICATIONS

Nil

## ATTACHMENTS

1. Submission from CLEAN Cowra Ltd [↓](#)
2. Cowra Waste and Resource Recovery Strategy 2023 - 2032 [↓](#)

*Cowra Council Waste and Resource Recovery Strategy*

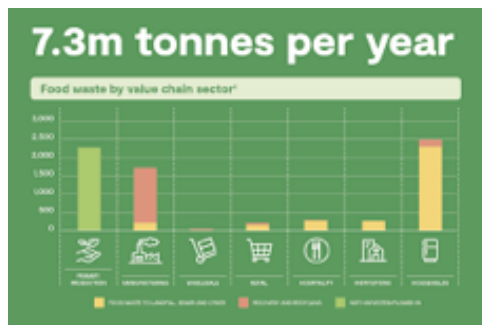
**CLEAN Cowra Ltd.**

240408

To the General Manager  
Cowra Shire Council

CLEAN Cowra, for many years, has advocated to build capacity for regional development around sustainable, low carbon intensive communities, addressing aspects related to climate, water, energy, biomass, community and regional challenges.

CLEAN acknowledges Council's work in exploring the options and is supportive of Council establishing the strategy & Identifying the potential benefits.



CLEAN Cowra participated in the National Food Waste Strategy 2017.

<https://www.dcceew.gov.au/environment/protection/waste/publications/national-food-waste-strategy>

We draw attention to the different food waste hierarchies.

Prof. Bernadette McCabe is the Australian representative for IEA Bioenergy ( International Energy Agency ) Task Force.

Centre for Agricultural Engineering at USQ.

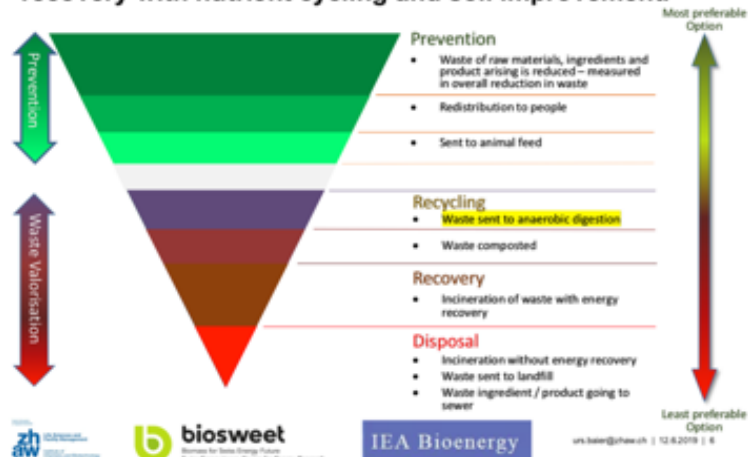
Their research work promotes the use Anaerobic Digestion as an appropriate technology of Food Waste and the valorisation of this waste higher up the waste hierarchy.

[https://www.ieabioenergy.com/wp-content/uploads/2018/12/Food-waste\\_WEB\\_END.pdf](https://www.ieabioenergy.com/wp-content/uploads/2018/12/Food-waste_WEB_END.pdf)

*Public Exhibition response*

## Cowra Council Waste and Resource Recovery Strategy

**Anaerobic Digestion of Food Waste represents the most valuable option for valorization combining energy recovery with nutrient cycling and soil improvement.**



## Examples

- Education campaigns
- Research and development to support more efficient production methods
- Packaging initiatives to improve shelf life
- Food redistribution
- Repurposing aesthetically imperfect food (e.g. packaged carrot sticks)
- Repurposing without processing for animal feed
- Composting (windrows and anaerobic digestion)
- Soil conditioners
- Worm farms
- Bioenergy solutions for animal feed
- Conversion to pharmaceutical and nutraceuticals
- Conversion to cosmetic products
- Incineration and anaerobic digestion for energy recovery
- Landfill
- Incineration for non-energy recovery
- Food waste going to sewer

## CLEAN Cowra Ltd.



In terms of FOGO itself, due to the cellulosic differences between Woody Waste and Food waste, this requires different processing technology, consideration should be given to source separation. CLEAN notes in response to Options Table 3. 9 (CCWRRS) for FOGO that the technology is proven and viable at scale.

CLEAN has developed a Business case for a utility scale ACoD ( Anaerobic Co-digestion facility) as a technology appropriate pathway for processing a number of aggregated biogenic (Biomass /organic) feedstocks. Commercial arrangements have been established for a number of feedstocks, dependant on the supplier requirements and potential off-take from the facility. FOGO has the potential for contributing as other an additional waste stream, and whilst the volumes would be comparatively low\*, CLEAN would be interested in exploring the environmental, commercial and community benefits.

Options for processing quantities of wet waste currently accepted at the MRF also could be reviewed.

\*(aggregated volumes processed by the facility would be > 100,00 tonnes per year, assume Food organics < 4000 tonne/year)

Public Exhibition response

*Cowra Council Waste and Resource Recovery Strategy***CLEAN Cowra Ltd.**

The Cowra B2e Project will demonstrate both the environmental and economic benefits bioenergy projects can deliver, as well as delivering broader low carbon and circular economic outcomes. These include renewable energy generation that is decentralised and dispatchable, decarbonisation through emissions reduction, biogenic substitute for current nutrient applications ,and local employment opportunities, ranging from skilled to highly skilled, across multiple sectors.

CLEAN wish to indicate an Expression of Interest in tendering to undertake Bin Data Audit of the Domestic and Commercial Waste This would be done in conjunction with associated consultant/s, to establish the FOGO streams diversion quantities. Some initial analysis was undertaken for the Biomass Resource Audit as part of the Pre-feasibility Study ( 2016.) which Council provided support. Subsequent updated information was established in 2018 and 2022.

CLEAN through it associates has identified other technology solutions for other non-biomass waste streams such as PET & Soft plastic. As plastic separation commonly is required as part of FOGO pre-treatment to ensure contamination of feedstock to AD is negated, this aspect has been investigated.

Suggestions -

CLEAN would be interested in co-designing community educational sessions on the potential and implications for FOGO. Multiple presentations at State and Federal forums have been made over the years emphasising the benefits to regional agricultural communities.

Waste voucher system is a great identified initiative . Could be utilised for FOGO stream as well to incentives uptake.

Would be interested in maintaining the Recycled /Waste to Art program. This potentially could be done in conjunction with the NRM Advisory committee.

If any aspects of this submission require clarification, we would appreciate the opportunity to discuss further.

Please contact CLEAN Cowra by email - [contact@clean.org.au](mailto:contact@clean.org.au)

regards

Dylan Gower

Director CLEAN Cowra Ltd

*Public Exhibition response*





# Cowra Waste and Resource Recovery Strategy 2023 - 2032

Executive summary

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### Executive Summary

Cowra Council is spread over a land area of 2,810 square kilometres, and is home to approximately 12,700 people. The township of Cowra is located in the banks of the Lachlan River approximately 50km downstream of Wyangala Dam. Rural villages and localities within the Cowra Local Government Area (LGA) include Billimari, Darbys Falls, Gooloogong, Morongla, Wattamondara, Woodstock, and Wyangala. Cowra's 5 dominant main industry sectors are agriculture, health care and social assistance, retail trade, education and accommodation and food services. The large LGA area and prevalence of agriculture businesses and residents means that the Cowra LGA population density is low and widespread across the shire. This results in significant waste management challenges impacting on residential and commercial services. Council provides all households in the Cowra township with weekly rubbish (red-lid) bin and fortnightly household recycling (yellow-lid) collection services. This collection service is available at the villages of Billimari, Darbys Falls, Gooloogong, Morongla, Wattamondara, Woodstock, and Wyangala however does not service all areas of each village.

The Cowra Materials Recycling Facility (MRF) is Cowra's central waste recycling facility and only active landfill. Council also operates transfer facilities at the villages of Gooloogong and Woodstock. All of Cowra LGA's waste is currently transferred to the Cowra MRF for recycling or landfill. The MRF provides drop off for various recyclable materials, landfill drop off, a Community Recycling Centre for household problem waste and various other recycling options.

The Cowra MRF operates two recycling lines. One recycling line is used for processing kerbside and drop off recycling. The other line is used for processing Container Deposit Scheme material. Cowra is currently contracted to Cleanaway Pty Ltd through a processing agreement to process CDS material from Wellington, Cowra, Dubbo, Orange, Parkes, Forbes, Blayney, Lithgow, Mudgee, Gulgong, Bathurst and Young.

Council currently achieves 10% kerbside recycling diversion rate from landfill and has an average 48% kerbside recycling contamination rate. This indicates there is substantial work to be done, particularly in the context of the NSW Waste and Sustainable Materials Strategy 2041.

The NSW Waste and Sustainable Materials Strategy 2041 sets out key waste targets to work towards NSW transitioning to a circular economy over the next 20 years. This includes minimising what we throw away and using and reusing our resources efficiently, making them as productive as possible. We will end up with less waste, less emissions, less harm to our environment and more jobs.

The Cowra Waste and Resource Recovery Strategy 2023 to 2032 (CW&RRS) has been developed by review of the NSW Waste and Sustainable Materials Strategy 2041, analysis of the legislative requirements, analysis of overall waste management data and current waste collection and processing services; including

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household bin composition as identified through waste audits. In addition, the CW&RRS has been informed through substantial research and analysis of available alternative waste treatment technologies, which can be used to increase landfill efficiency and diversion. This information combined with input from our community is reflected in the options being considered for future waste management.

**I. Introduction**

Cowra LGA is situated in the Central West region of NSW and is situated at the intersection of three major highways. It is home to the historic Cowra Prisoner of War camp, the site of the famous Cowra Breakout, and the Japanese Garden and Cultural Centre. Its setting along the Lachlan River lends itself to intensive agriculture both in livestock and cropping and in addition the central NSW location offers great opportunity for manufacturing and retail businesses. Cowra's diverse industries mean that there are many challenges in managing problem waste and likewise there are many opportunities for recycling of a wide range of products on a viable scale. Significant opportunities have been identified to deliver improved services and achieve greater resource recovery based on research and best practice, these are outlined in this Cowra Waste and Resource Recovery Strategy 2023 to 2032 (CW&RRS). The CW&RRS provides a comprehensive long-term plan and roadmap to reduce waste generation, increase resource recovery and boost landfill diversion and efficiency in a cost-effective manner by 2032. The requirements of the NSW Waste and Sustainable Materials Strategy 2041 along with other relevant legislation, regulations and Council plans guide the CW&RRS. This strategy sets out Council's vision for waste management, waste targets, priorities and a roadmap to achieve the targets.

## 2. Community profile

The Census usual resident population of Cowra Shire in 2021 was 12,724, living in 6,261 dwellings with an average household size of 2.27.



Total rated properties 13,140  
Total bin services 4,749

7,398 RESIDENTIAL  
PROPERTIES 4,185 WITH BIN  
SERVICE



5,541 RURAL PROPERTIES,  
563 WITH BIN SERVICE

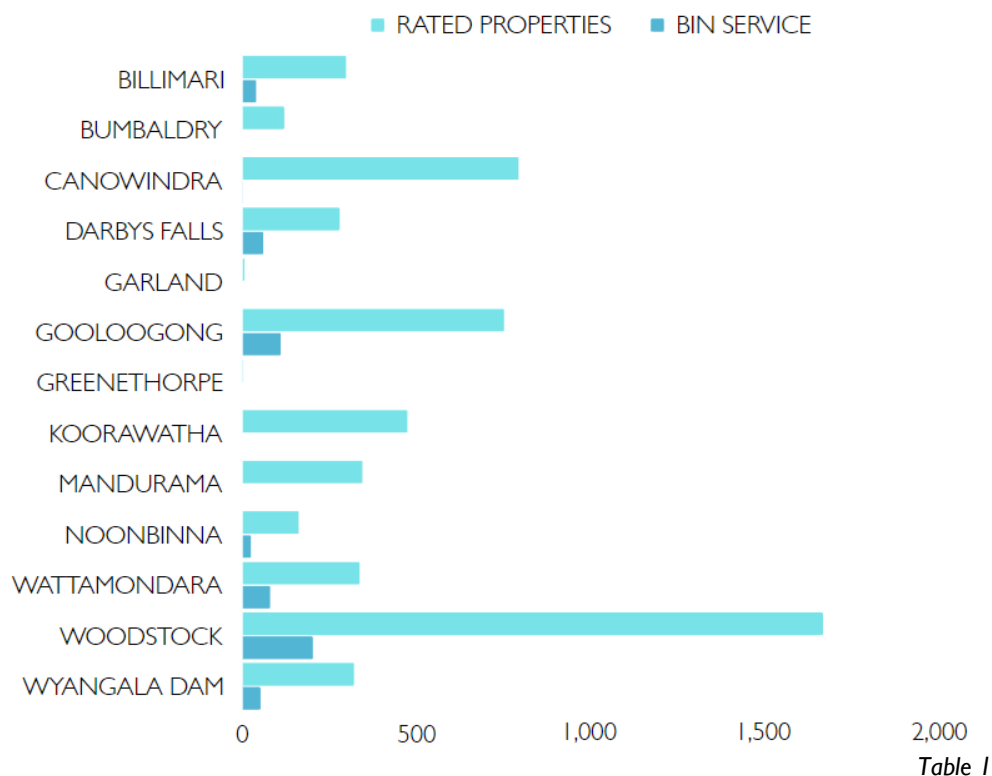


40 COMMERCIAL  
PROPERTIES WITH BIN  
SERVICE



**COWRA HAS 7398 RATED PROPERTIES WITH 4185 BIN SERVICES.**

### BIN SERVICES AT SURROUNDING VILLAGES AND LOCALITIES



### 3. Strategic and Regulatory Context

All councils in NSW use the Integrated Planning and Reporting (IP&R) framework to guide their planning and reporting activities. The IP&R framework recognises that most communities share similar aspirations: a safe, healthy and vibrant place to live, a sustainable environment, a caring and engaged community, opportunities for employment and reliable infrastructure. The IP&R framework allows NSW councils to draw their various plans together, to understand how they interact and inform each another, and to get the maximum benefit from their efforts by planning holistically for the future. While the IP&R framework is prescribed by the Local Government Act 1993, other Acts and state agencies require additional strategic planning from councils. The CW&RRS is developed in consideration of the below legislation, regulator and Council strategic and planning documents.

POEO Act 1997  The Protection of Environmental Operations Regulation 2005  Waste Avoidance and Resource Recovery (WARR) Act 2001  Waste Avoidance and Resource Recovery Amendment (Container Deposit Scheme) Act 2016 No 57	<b>FROM THE LEGISLATION</b>
The NSW Environmental Protection Authority (EPA).  The Cowra MRF is regulated by the EPA under EPA Licence 6435.  NSW Waste and Sustainable Materials Strategy 2041	<b>FROM THE REGULATOR</b>
Cowra Council Community Strategic Plan 2022 – 2036  Cowra Council Long Term Financial Plan 2022-2023 to 2031-2032	<b>FROM THE COUNCIL</b>

#### NSW Waste Avoidance and Resource Recovery Act 2001

The Waste and Resources Recovery Act 2001 forms the foundational approach of the CW&RRS, the objectives of which are as follows—

- (a) to encourage the most efficient use of resources and to reduce environmental harm in accordance with the principles of ecologically sustainable development,
- (b) to ensure resource management options are considered against a hierarchy in Figure 1.

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- (c) to provide for the continual reduction in waste generation,
- (d) to minimise the consumption of natural resources and the final disposal of waste by encouraging the avoidance of waste and the reuse and recycling of waste,
- (e) to ensure that industry shares with the community the responsibility for reducing and dealing with waste,
- (f) to ensure the efficient funding of waste and resource management planning, programs and service delivery,

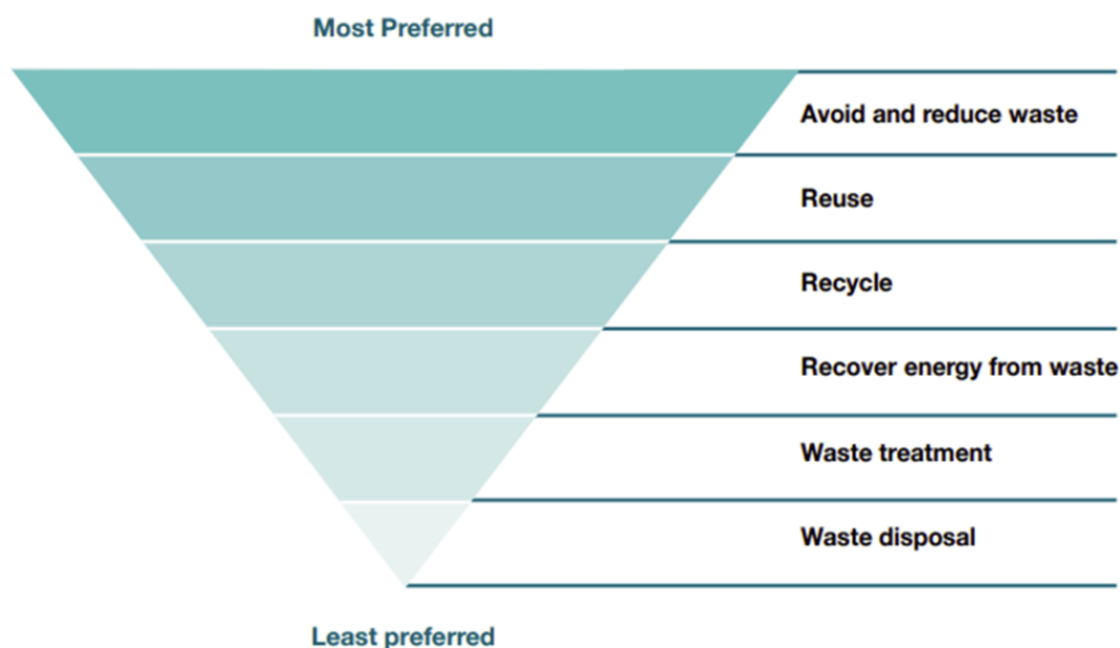


Figure 1

- (g) to achieve integrated waste and resource management planning, programs and service delivery on a State-wide basis,
- (h) to assist in the achievement of the objectives of the Protection of the Environment Operations Act 1997.

#### *NSW Waste and Sustainable Materials Strategy 2041*

The NSW Environmental Protection Authority requires all NSW Councils to work to the targets set out in the NSW Waste and Sustainable Materials Strategy 2041.

Stage 1: 2021 – 2027

- Transitioning to a Circular Economy

The circular economy is based on three key principles:

- design out waste and pollution
- keep products and materials in use
- regenerate natural systems

To help achieve the targets of halving food waste to landfill and achieving net zero emissions from organics in landfill by 2030, the NSW Waste and Sustainable Materials Strategy 2041 requires separate collection of

- food and garden organics from all NSW households by 2030.
- food waste from targeted businesses and other entities that generate the highest volumes of including large supermarkets and hospitality businesses, by 2025.

#### 5 YEAR TARGETS



Phase out problematic and unnecessary plastics by 2025

Plastic litter reduction target of 30% by 2025

#### 10 YEAR TARGETS



Reduce total waste generated by 10% per person by 2030

80% average recovery rate from all waste streams by 2030

Introduce a new overall litter reduction target of 60% by 2030

#### SUB-TARGETS - PLASTICS



Eliminate problematic and single use plastics by 2025

Triple the plastics recycling rate by 2030

#### SUB-TARGETS - ORGANICS



Halve the amount of organic waste sent to landfill by 2030

Net zero emissions from organics to landfill by 2030

Figure 2

In 2020, the NSW Government released the Net Zero Plan Stage 1: 2020–2030, which sets out how NSW will reduce emissions by 35% by 2030, reaching net zero emissions by 2050. In support of this plan, Council will work to identify opportunities to decrease landfill emissions during ongoing design and construction of the Cowra Landfill.

The NSW Waste and Sustainable Materials Strategy 2041 specifies that to minimise the impact of landfill gas emissions, the NSW Government will:

- require landfill gas capture for landfills over a certain size and all expanded or new landfills, with exemptions for certain circumstances
- require net zero emissions for landfills that are subject to an environment protection licence by a prescribed timeframe.

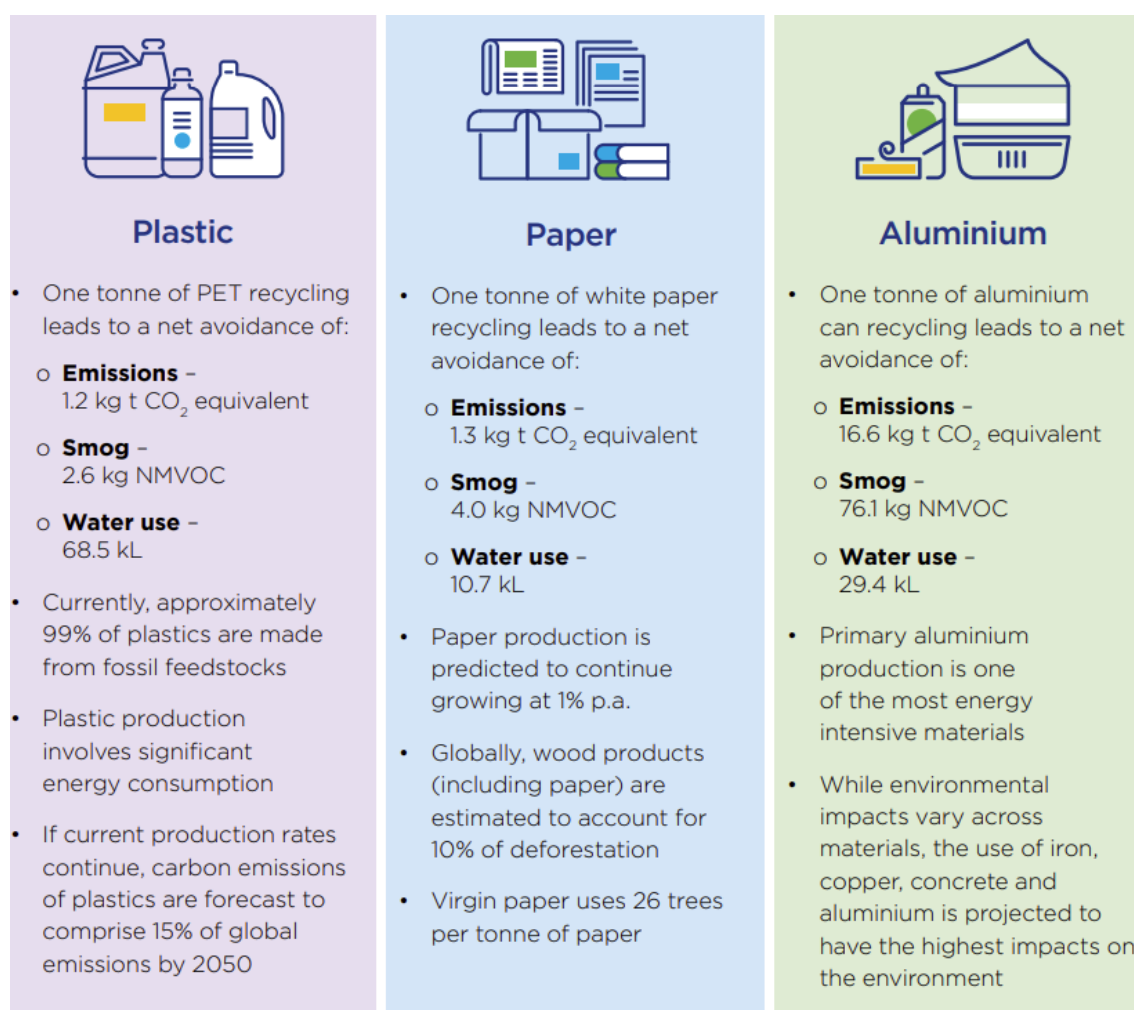


Figure 3

#### 4. Current waste management services

##### 4.1 Collection services

###### *Kerbside General Waste Pick-up*

As a component of Council's waste management charges, Council levies under Section 496 and 501 of the Local Government Act, respectively a domestic and commercial waste service charge for a weekly pickup service for a 240L general waste bin. The charge is applicable for all serviced properties within the township of Cowra and the villages of Darbys Falls, Wyangala, Woodstock, Wattamondara, Gooloogong, Noonbinna, Billimari and Morongla.

The waste service charge is derived from the cost of waste disposal to landfill and the bin pick up service.

Council operates two trucks that average pickup of 180 bins per hour.

The charge is based on a maximum weekly disposal of 50kg.

Currently accepted in Cowra Council's Kerbside General Waste:

##### **Acceptable items:**

- ✓ Clothing and textiles
- ✓ Crockery and ceramics
- ✓ Disposable nappies
- ✓ Drinking glasses
- ✓ Foam
- ✓ Food scraps
- ✓ Garden waste
- ✓ Light bulbs
- ✓ Mirrors and broken window glass
- ✓ Heat-proof dishes e.g. Pyrex
- ✓ Plastic bags, plastic wrap and bubble wrap
- ✓ Plastic food wrappers
- ✓ Polystyrene (expanded e.g. foam)

##### **Unacceptable items**

- ✗ Building materials
- ✗ Hot Ash
- ✗ Car batteries
- ✗ Gas bottles
- ✗ Hazardous waste or chemicals
- ✗ Oil, used engine oil
- ✗ Paint
- ✗ Recyclable items
- ✗ Rocks and soil

###### *Residential Kerbside Recycling*

As a component of Council's waste management charges, Council levies under Section 496 of the Local Government Act, a recycling charge for a fortnightly pickup service for a 240L recycling bin. The charge is applicable for all serviced properties within the township of Cowra and the villages of Darbys Falls, Wyangala, Woodstock, Wattamondara, Gooloogong, Noonbinna, Billimari and Morongla.







































*Commercial Kerbside Recycling*

Council levies under Section 501 of the 1993 Local Government Act, a Commercial Recycling Management Charge for a weekly pickup service for a 240L recycling bin to any Cowra commercial businesses. Subsequent and additional recycling bins are available. 40 Commercial Recycling services are currently supplied within Cowra LGA with most large businesses delivering recycling directly to the MRF. Cowra Council currently has contracts in place with Orora Packaging Australia Pty Ltd, Cleanaway Waste Management Limited and Visy to pick up and bale cardboard from Woolworths, Coles and Bunnings. There is opportunity to expand the commercial kerbside recycling service by providing a commercial recycling skip service.

*Kerbside Pick-up Locations*

Kerbside collection charges are applicable to all serviced properties within the township of Cowra and the villages of Darby's Falls, Wyangala, Woodstock, Wattamondara, Gooloogong, Noonbinna, Billimari and Morongla as defined by the maps in Figures 4 and 5. The domestic waste service is available upon request and by agreement, to a limited number of properties situated on the main access roads between Cowra Township and the above villages

**Currently accepted in Cowra Council's Kerbside Recycling**

	Aerosol cans (empty)		Margarine tubs
	Aluminium cans		Milk bottles and cartons
	Aluminium foil and plates		Motor oil containers (empty)
	Books including phone books		Newspapers
	Bottles and jars		Office paper
	Catalogues		Oil containers (empty)
	Cardboard and paperboard		Pet food tins (empty)
	Cereal boxes		Phone books
	Coffee cans		Pizza boxes (empty)
	Computer paper		Plastic bottles, tubs and jars
	Cosmetic jars (clean)		Shampoo and conditioner bottles
	Drink cans and bottles		Steel cans
	Envelopes (including window faced)		Take away containers (hard plastic)
	Food cans		Toilet roll inners
	Greeting cards		Wine and beer bottles
	Ice cream containers		Wrapping paper
	Juice containers		Yoghurt containers
	Junk mail		
	Magazines		

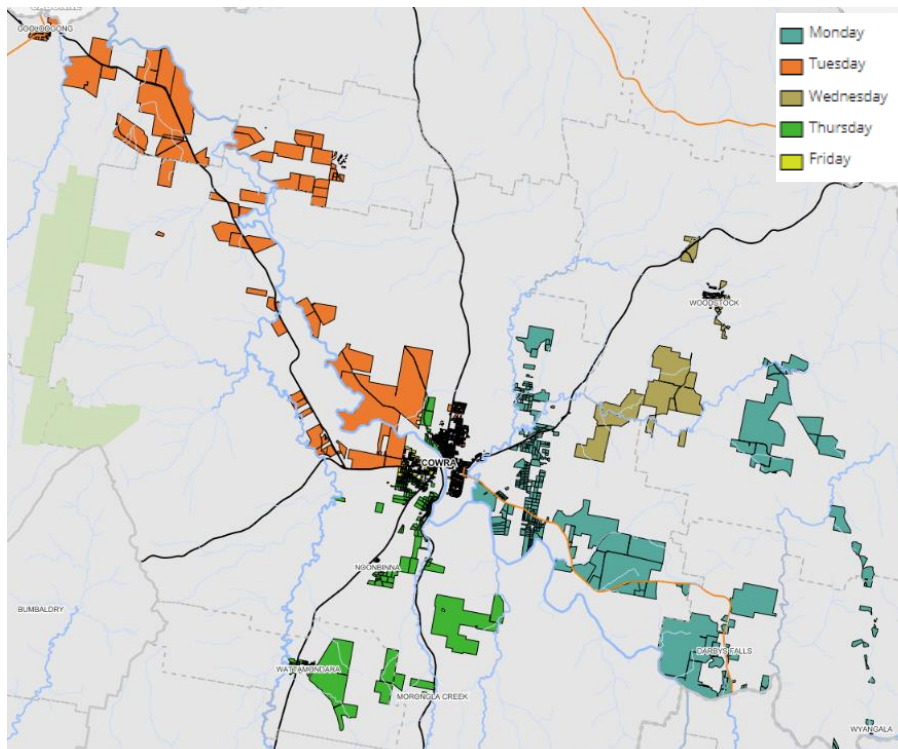


Figure 4

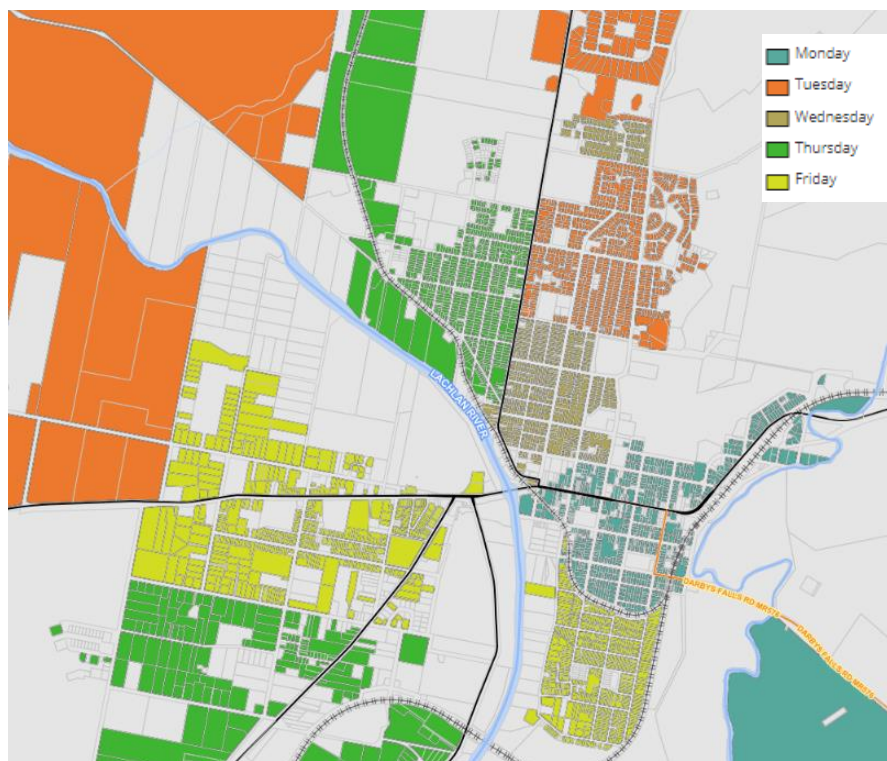


Figure 5

*Village and non-services areas*

Council operates waste transfer stations at Woodstock and Gooloogong open fortnightly. The transfer stations offer an opportunity for village residents to dispose of all waste streams locally. Village and rural residents not located on a serviced route are able to take their recycling and waste to the Cowra MRF or to either of the waste transfer stations and are subject to the Cowra MRF standard pricelist.

Current average usage of the village transfer stations are 4 to 6 attendees at Gooloogong transfer station and up to 30 attendees at Woodstock transfer station.

Figures 4 and 5 show the current collection areas.

## 4.2 Glen Logan Landfill

**Existing Cowra Landfill at a glance**

Cowra Landfill Documentation

- Landfill Environmental Management Plan 1997
- Development Application 14987 (1997) Materials Recycling Facility, Dog Pound and Office
- Landfill Environmental Management Plan 2014
- Long Term Plan of Management 2022
- Operations Improvement Plan 2022

4.75ha existing landfill footprint

**Current  
active  
cell**

**CELL 5 -  
Bentonite  
(Benofix) Liner**

**CELL 4 -  
Bentonite  
(Benofix) Liner**

**CELL 3 -  
Bentonite  
(Benofix) Liner**

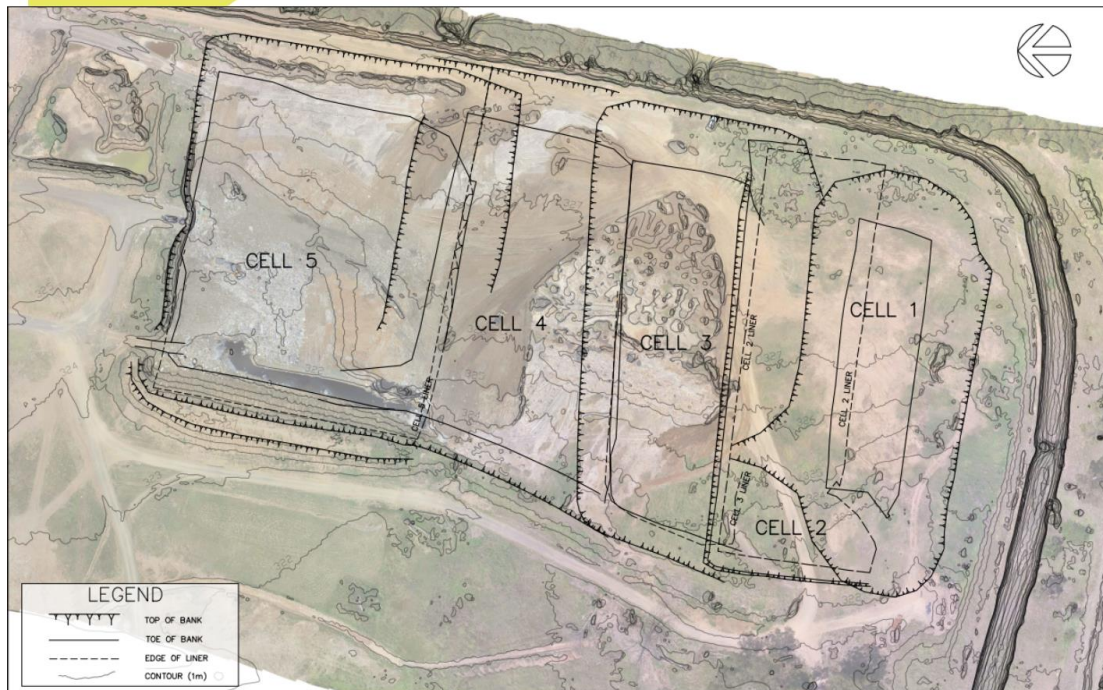
**CELL 2 -  
HDPE Liner**

**CELL 1 -  
Compacted Clay  
Liner**

**First operational year  
2000**

Located at the 42ha MRF site described as Lot  
1 DP733574

Served by 1 leachate pond with bidirectional  
piping to / from the landfill.



16

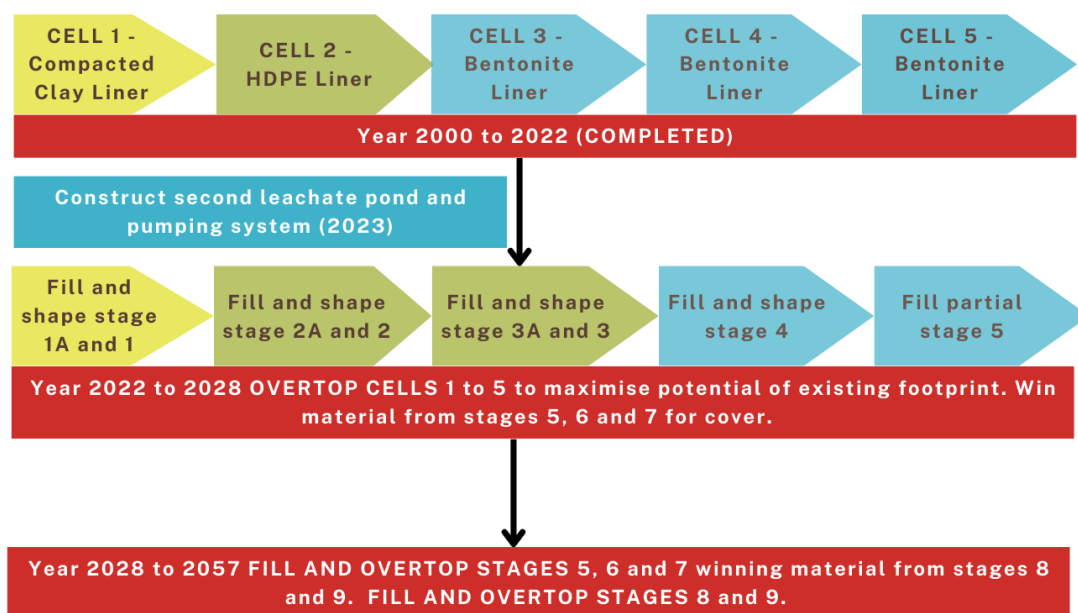
### Future Landfill staged design

Design life to 2057

Anticipated annual disposal to landfill 10,000 tonnes / year.

The future landfill staged design aims

- To maximise the residual life of the landfill
- To adopt filling plans that will progressively develop a final landform that will have a post settlement gradient of a minimum 5%
- To identify improvements to existing practices that will translate into cost efficiencies and deliver better performance.
- To develop plans for the coordinated development of the facility over the longer term.
- To engage practices that will ensure responsible environmental performance is achieved.
- To comply with the requirements of the EPA Environmental Guidelines: Solid Waste Landfills (2nd edition 2016) together with other relevant legislation, regulations and codes where applicable.
- To address risk.





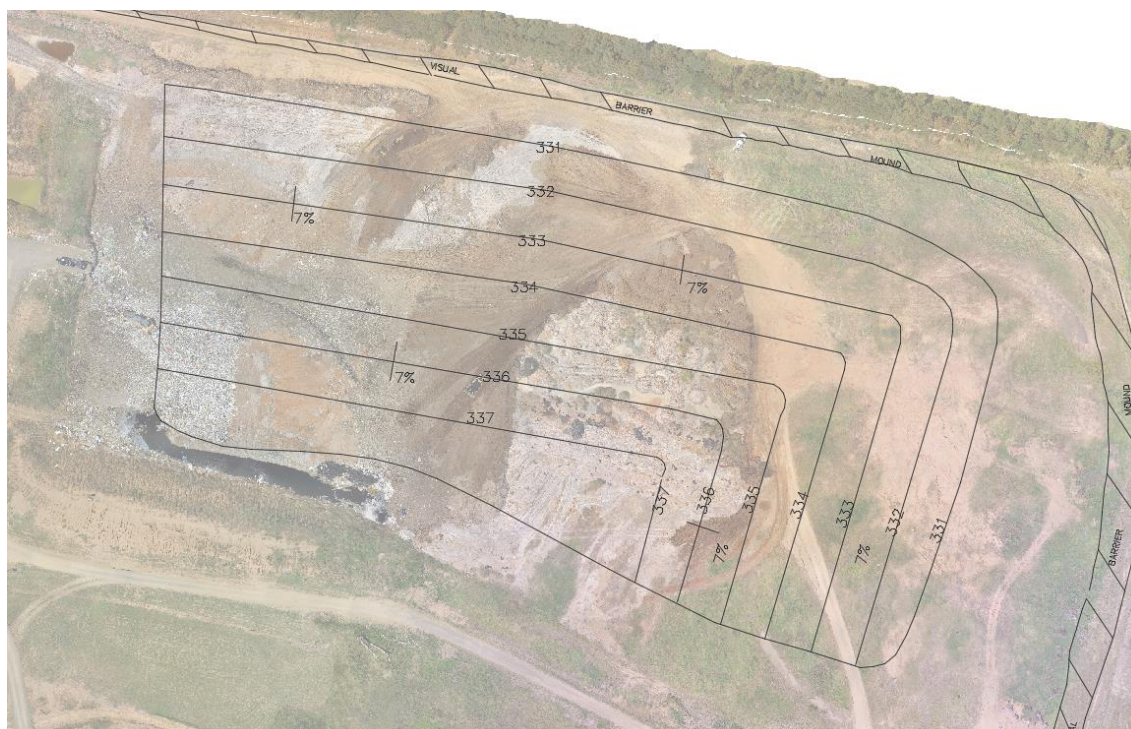


Figure 6 Year 2022 to 2028 OVERTOP CELLS 1 to 5

#### Landfill materials

The existing Cowra Landfill is a continuous and complete lined cell and can therefore accept the following waste types.

- Fill (Inert or contaminated)
- Residential Waste
- Mattresses
- Commercial and demolition waste
- Asbestos and asbestos containing material appropriately wrapped. The Cowra MRF intends to create an asbestos location register to track incoming asbestos material and its point of origin.
- Animal carcasses
- Other materials by application and prior approval.

#### Landfill charge based on ongoing construction and maintenance cost

The per tonne waste disposal cost for landfill material is estimated as \$200/tonne. This cost estimate is based on the construction and maintenance costs for disposal to landfill of 10,000 tonnes / year, which can be derived from the following expenses;

- Tana landfill compactor \$233,400/year
- Earthworks to win cover and batter material for forming of soil batters and drainage. \$267,060/year
- Construction of additional leachate dam. (\$10,000 /year)
- Design and construction modelling updates. \$5,000/year
- EPA compliance reporting \$3,000/year
- Pollution minimisation measures. \$95,000 / year
- Materials for drainage and cell liners for new cells. \$25,000/year
- Wages for weighbridge, MRF attendants, admin \$868,400
- 30% Contingency

#### 4.3 Recycling

##### *Community Recycling Centre (CRC)*

Cowra MRF is home to the Cowra Community Recycling Centre (CRC). CRC's are permanent drop-off centres for common household problem wastes that can't be collected via council kerbside waste and recycling collection services. NSW householders can drop off household quantities (up to 20kg) of problem wastes at these centres year round, free of charge. The Cowra CRC is endorsed and setup by NetWaste. Council endeavors to continue promoting and increasing uptake of the Cowra CRC in line with the EPA and NetWaste initiative.

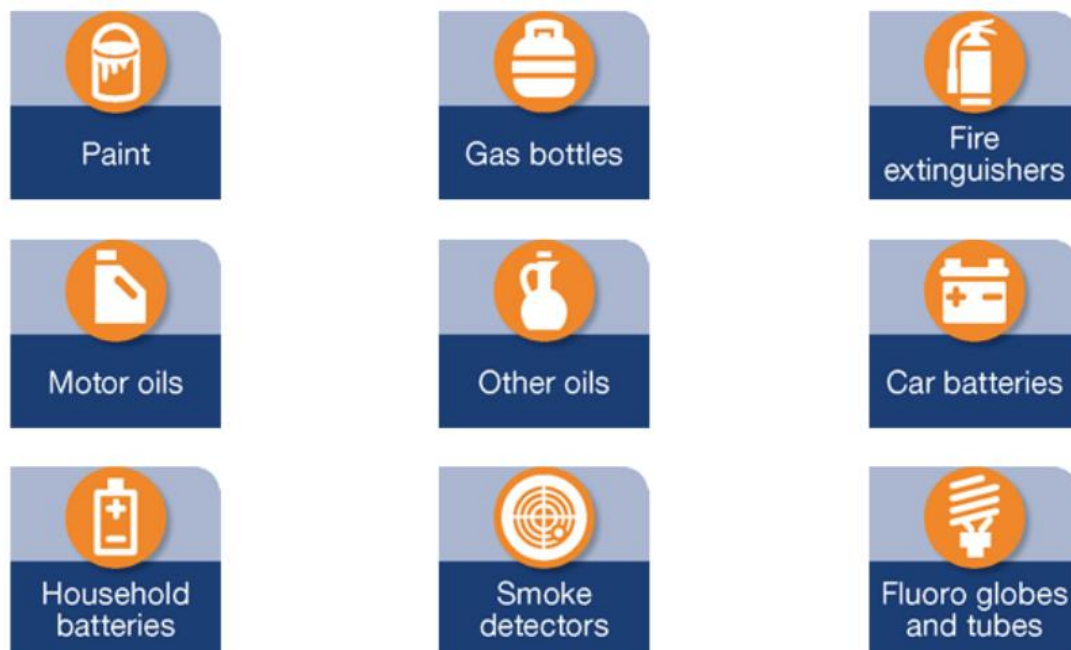


Figure 7 Currently accepted in the Cowra Community Recycling Centre



*DrumMUSTER*

DrumMUSTER provides an easy, environmentally-friendly way of disposing of empty farming chemical containers and is held monthly at the Cowra MRF. Council will continue to partake in drumMuster training for the safe handling, cleanliness, inspection and storage of the returned drums. Training also covers the reporting required to track the program's performance at each site.

*Steel*

Steel can be dropped off free of charge at Cowra MRF and continues to be a profitable material with high market demand.

#### 4.4 Community engagement

Community education is key to meeting the goals of this strategy. In partnership with key stakeholders, the EPA has developed a NSW Waste Less, Recycle More Education Strategy 2016–21 called Changing Behaviour Together. Changing Behaviour Together provides a framework for us to change community behaviour through targeted education and Council is on board with utilising this framework to implement education initiatives that engage the broader community.

In line with the Changing Behaviour Together strategy Council's vision is to optimise the use of quality waste education with the intention to

- increase recycling knowledge and skills.
- build positive attitudes towards recycling and litter reduction.
- promote positive behaviour change so the community can improve the environment and wellbeing.

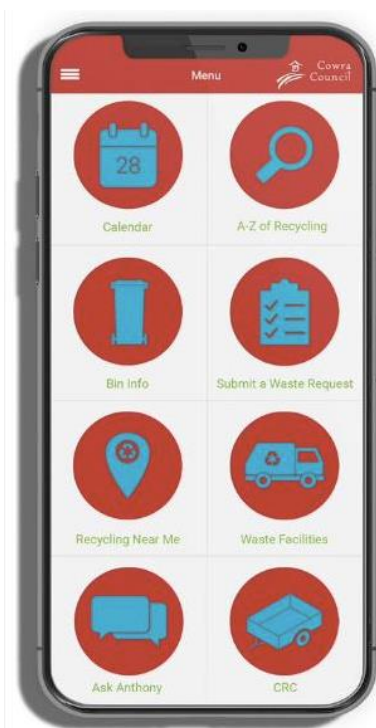
*The Cowra MRF App*

The Cowra MRF app was launched in November 2022 and is the communities guide to what is reusable, recyclable and what is considered to be waste. All it takes is making sure everyday items end up in the right place and this app helps people to be aware of that.

The Cowra MRF app has had 393 downloads to end of March 2024 with an ongoing average of 2.8 downloads per week. It is anticipated that the introduction of a kerbside bulky pickup and waste vouchers both facilitated by the Cowra MRF app will increase its utilisation.

The Cowra MRF app includes

- Recycling and waste pickup calendars personalised to resident and business addresses
- An A – Z list of everyday items and how they can be recycled.
- Bin info lists of what can and can't be put in bins
- Information on recycling and waste facilities within the Cowra LGA
- Fillable forms for illegal dumping, damaged or stolen bins and missed service.
- News, alerts and general enquiry



#### *NetWaste Membership*

Cowra Council is an active member of NetWaste. NetWaste is a voluntary regional waste group covering almost 40% of the state, to provide collaborative approaches to waste and resource management. Cowra Council actively participates in regional meetings to collaborate, share ideas, and discuss and develop waste initiatives. Cowra Council considers the NetWaste group to be a fantastic resource for networking and developing Council's waste strategies in line with industry standards and the latest ideas and technology in the waste industry. NetWaste is funded primarily through the NSW Environment Protection Authority (EPA) and delivers outcomes beyond regional service arrangements, through targeted waste management projects, education and community engagement programs.

Through NetWaste, a number of regional contracts have been established with member Councils, which allows remote areas of the NetWaste region to access services previously not offered due to economic or geographic constraints. These contracts typically provide significant financial benefit to participating Councils. As a member Council of NetWaste, Cowra Council is not obliged to use any existing regional contracts. Current regional contracts that may be utilized by

Cowra Council include;

- Processing of Garden Organics and Wood and Timber Contract
- Collection of Scrap Metal
- Collection of Used Motor Oil



*Working with school aged children*

- The Recycled Art for Cowra Award (RAFCA) was an initiative of the Cowra Tidy Towns Committee run annually for many years. From 2024 the Waste2Art competition will be running in place of RAFCA. The Waste2Art competition is about creating art from recycled materials. There is a different theme for the competition every year, with awards presented in a range of categories. Following the local Waste2Art competition, winners are selected for entry in the regional NetWaste Waste2Art competition. Utilisation of the NetWaste education resources and involvement in the regional competition may be an effective way to grow participation and inspire school and community groups and individuals to reuse materials through art.
- Recycled Art School Holiday workshops are run during the July school holidays with an art teacher engaged to guide students through the process of reuse of recycled materials in art.
- The first Garbage truck artwork Competition was launched in 2022 with primary school students creating artworks that promote waste avoidance and recycling. The winning artworks will be printed as decals to be put on Council's recycling / garbage trucks.



## 5 Current kerbside waste profile

2022 Bin audit average breakdown for 240L Recycling Bin and 240L General Waste Bin



2022 Bin audit average breakdown for 240L Recycling Bin and 120L General Waste Bin



## 6 Waste Management Challenges and Opportunities

### 6.1 Collection

Council has identified significant recycling contamination rates amongst households with 120L general waste bins. This occurs when 120L general waste bins fill up and general waste is then placed in the kerbside recycling bin.

The bin purchase price to Council and the pickup cost of the 120L bins is equivalent to the 240L bins. In addition to this, the average weekly disposal weight in the 120L bins is only marginally less than the average disposal weights in the 240L bins.

- Engage bin auditor to provide information on the make up of the Cowra waste streams and estimate potential FOGO diversion quantities
- Investigate options for red bin sizing, collection frequency and cost of service.

Although the villages of Darby's Falls, Gooloogong, Noonbinna, Wattamondara, Woodstock and Wyangala have kerbside waste and recycling services, Council acknowledges the requirement to increase opportunities for recycling and waste disposal in the non-serviced village and rural areas.

- Work with villages to identify best ways to increase community engagement in recycling.
- Review usage and viability of village transfer stations.
- Review waste and recycling options for non-serviced village and rural areas to identify areas to expand kerbside pickup or implement alternate solution.

### 6.2 Glen Logan Landfill

Leachate poses the greatest risk of a pollution event in the operation of Glen Logan landfill. Landfill operators should make every effort to minimise the generation of leachate. Although the Glen Logan landfill is lined and has a leachate management system in place, there are measures that should be adopted to minimise the production of leachate. These measures include keeping the active tipping area to a minimum size, directing surface water away from the active tipping area and covering waste regularly

For the past two years or so, Council has accepted wet waste from the de-sludging of off-site tannery dams and placed this waste over the capped sections of part cells 3 and cell 4. This tannery sludge has an extremely high salt concentration and contains fatty wastes which shows up as a TDS of around 42,000 ppm in the leachate dam when sampled and tested. With the tannery dam sludge having been placed on top of the capped cells, the capping represents a barrier to any leachate from the tannery wastes reaching the leachate collector drains below and any movement of leachate during a rain event will likely migrate laterally. There is no documentary evidence to show how far the liners extend up the faces of the

excavated cells. There is the potential for the leachate to therefore pass above the liner and seep into the water table or shed with surface water into the surrounding environment To compound the issue, part cell 3 and cell 4 shape down gradient to the active tipping cell 5. This is a significant catchment and with every rain event, leachate accumulates within cell 5. The collected leachate is pumped to the evaporation leachate pond which was at capacity at the time of inspection for preparation of this Plan. There is a risk that the leachate evaporation pond will overflow. The LTPoM will see the overtopping of cells 1 to 5, commencing at cell 1, however preventing leachate run off into cell 5 from cells 3 and 4.

### 6.3 Recycling Contamination

The existing recycling line requires 5 staff to hand pick aluminium, plastics and cardboard from the material on a conveyor system before entering a trommel. Staff cannot carry out this process when high risk contaminants, usually sharps and / human waste, is identified. In cases where a truck's load of co-mingled recycling is heavily or dangerously contaminated, the whole load may be diverted to landfill. Table 2 weighbridge data provides an analysis of the contamination rate of the recycled material collected in the recycling bin and sorted at the MRF.

	Inbound kerbside received for sorting (T)	Contamination in kerbside sorted material (T)	Contamination Rate	Kerbside Recycles Products Tonnages Out (T)
2017	1,206	No data		990
2018	1,115	345	31%	55
2019	1,127	415	37%	435
2020	1,218	434	36%	742
2021	1,185	592	50%	557
2022	988	623	63%	138
2023	648	278	43%	318
<b>Totals</b>	<b>7,487</b>	<b>1927</b>	<b>Average Contamination rate 43%</b>	<b>3,235</b>
		Average 481T p.a. sorted to landfill excl. 2023		Average 365T p.a. of recycled product sold (excl. 2023 and 2017 prior to Container Deposit Scheme)

Table 2

The following initiatives will be implemented to decrease diversion of kerbside recycling to landfill

- Promote recycling education as outlined in section 4.4 of this strategy.
- Introduction of a waste voucher system allocated to residents observed to have zero contamination in kerbside recycling.
- Assess the potential impacts of CDS on viability of processing kerbside recycling
- Identify new markets for current waste material to increase opportunities for recycling. For example, recycling of styrofoam and soft plastics.
- Upgrade processing plant to eliminate requirement for staff to directly sort incoming material.

#### 6.4 Bulky Waste Pickup

Bulky waste is the big stuff - items that are too big, too heavy or too bulky to be put in your household bins. Council often receives requests for bulky waste pickup services. Additionally, the provision of a bulky waste pickup service has long been an agenda item for the section 355 Tidy Towns Committee. Many Councils already have a bulky waste pickup service in place with a large variety of ways in which they are operated. Key considerations in developing a bulky waste pickup service include

- Logistics and safety of pickup including heavy lifting by staff, or requirement to provide loading machinery and large trucks.
- Cost for disposal of high cost waste products for example tyres and mattresses.
- Customer communication and timing of the pickup for example bulky waste may be left on kerbside under incorrect assumption that it will be picked up.
- Hazardous or dangerous waste left on kerbside for example material that may obstruct traffic or members of public ransacking waste on kerbsides.

The following is proposed based on review of Councils with existing bulky waste pickup services.

- Council to provide 2 bulky goods collection days per year for each resident. Bulky pickups to be scheduled by booking through the MRF app.



## 6.5 Implementation of green waste and FOGO

The NSW Waste and Sustainable Materials Strategy 2041 requires the separate collection of

- food and garden organics from all NSW households by 2030.
- food waste from targeted businesses and other entities that generate the highest volumes of including large supermarkets and hospitality businesses, by 2025.

In support of this requirement there is growing demand within the community for a kerbside green waste service with Council receiving 5 requests in 2022 including a petition of 76 signatures.

Option	Opportunities	Considerations
1.Contract full green waste and FOGO service. Indicative cost is \$3/bin/ week based on all three services contracted i.e general, recycling and greenwaste/FOGO.	-Eliminate requirement to change existing EPL6435. -No requirement for infrastructure upgrades to process waste. -No requirement for availability of compactor trucks. -Option to contract general waste and recycling pickup to reduce per bin per week cost.	-Are kerbside charges to cover cost reasonable. -Missed opportunities for recycling greenwaste and or FOGO material into a saleable product.
2.Council operated green waste and FOGO service with transfer to licenced facility. Current FOGO gate indicative fee is \$145 per ton.	-Utilise existing compactor trucks. -Reduced cost of contracted service. -Eliminate risk of processing FOGO at Council facility.	-Cost from total annual volumes needs to be reflected in service rate. -Missed opportunities for recycling greenwaste and or FOGO material into a saleable product.
3.Collection and processing of both green waste and FOGO using fully enclosed in-vessel organics processing	-Minimal pollution risk from windblown waste, animals and odour. -Controlled process providing option for compost resale.	-Capital cost of infrastructure. -Impact of contaminated material on processing. -Technology not currently proven to be viable.
4.Collection and processing of both green waste and FOGO by windrow composting techniques.	-Lower capital infrastructure cost as equipment in comparison to option 3. - Option for compost resale. -Windrow processing technique is common and low cost.	-Requirement of large amount of space to stockpile and process. -Significant pollution risk and leachate management challenges.



Table 3

Council is committed to the provision of a green waste service and is examining the following options to implement recycling of green waste and FOGO within the 2030 timeframe.

In accordance with the NSW Waste and Sustainable Materials Strategy 2041

- Engage bin auditor to provide information on the make up of the Cowra waste streams and estimate potential FOGO diversion quantities
- Green Waste / FOGO bins for all commercial businesses and other entities that generate the highest volumes of FOGO including large supermarkets and hospitality businesses.
- Investigate options for FOGO treatment at the MRF.
- Investigate options for contract collection and treatment at other sites.
- Investigate options for general, recycling and FOGO bin sizes and collection frequency.
- Provide FOGO bins for all serviced properties.

## 6.6 Problem Waste and Opportunities

NSW Waste and Sustainable Materials Strategy 2041 reinforces the need for a circular economy aimed at minimising waste and promoting the continual reuse of resources. Focusing on finding solutions to problem waste and creating recycling opportunities is fundamental to build a strong foundation for supporting a circular waste economy.

Two problem waste initiatives have been implemented in 2023 being the Foam Muncher polystyrene recycling and the Pharmacycycle blister pack recycling programs. Council has worked with third party providers to make recycling of these products available at Cowra MRF with initial results indicating savings in landfill costs from diverting these products away from landfill.

Current target problem waste areas in the Cowra landfill have been identified as follows

- Agricultural plastic waste including silage plastic, rural pipe, polyethylene film and tarps as these items are usually contaminated with soil and chemical.
- Soft plastics as current industry demand is low. Council will continue to liaise with soft plastic recyclers for example 'Recycle Smart' and 'Curby it'.
- Textiles and clothing.
- Medical waste. At larger centres plastic hospital waste is being recycled by All Mould Plastics (Orange).



7. The Objectives of the Strategy 2023-2032

The objectives of the Cowra Waste and Resource Recovery Strategy (CW&RRS) are to

- Align with the Cowra Council Community Strategic Plan 2022 – 2036 and the Cowra Council Long Term Financial Plan 2022 – 2023 to 2031 – 2032.
- Cover a ten year period from 2023 to 2032.
- Be consistent with and promote the NSW Waste and Sustainable Materials Strategy 2041.
- Focus on delivery of cost effective, accessible and sustainable waste initiatives.
- Establish a trajectory of improvement in waste minimisation and recycling.
- Ensure the longevity of Councils waste management facilities and associated services.

## 8. Targets and focus areas

### 8.1 Targets

Context within Council's Strategic Framework

The CW&RRS forms a 10 year framework to target waste and recycling initiatives. Council's strategic plans are used to inform Council's 4 Year Delivery Program and 1 Year Operational Plan and the proposed targets of the CW&RRS will be reviewed annually with respect to the Delivery Program and Operational Plan .

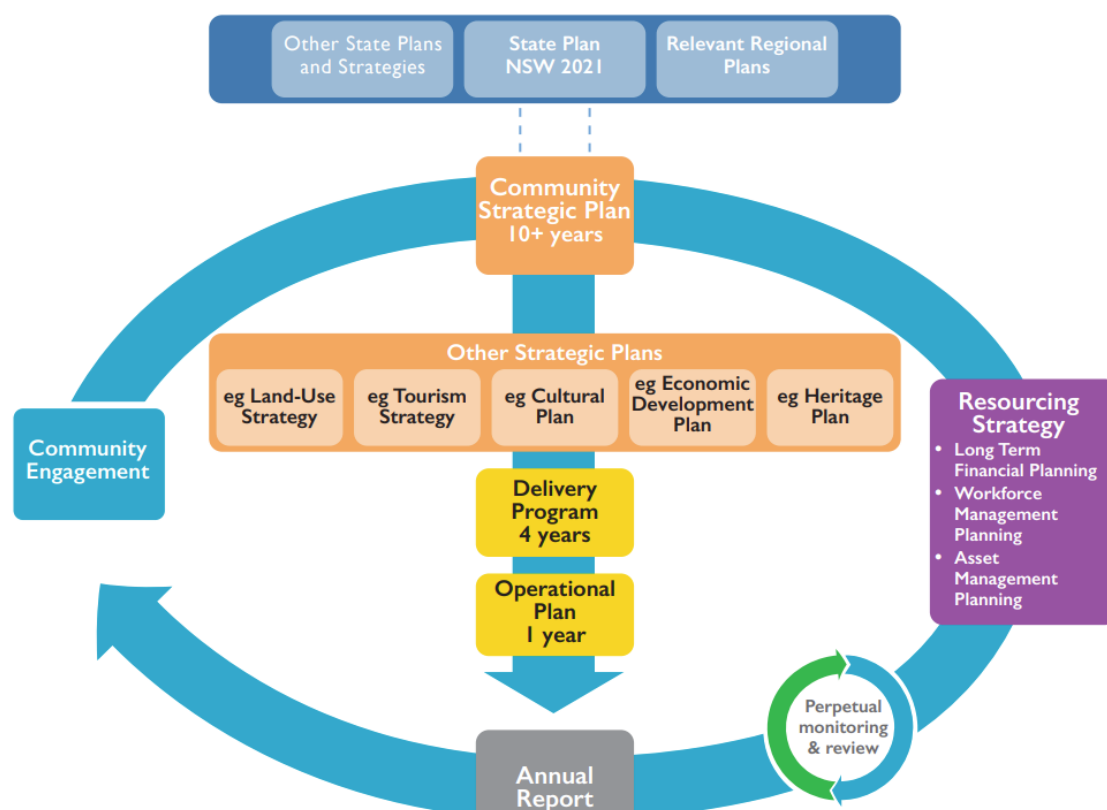


Figure 8 Extract from - Cowra Council Community Strategic Plan 2022 – 2036

Environmental Sustainability & Stewardship (Strategic Theme7)					
COMMUNITY STRATEGIC PLAN 2022 - 2036	4 YEAR DELIVERY PROGRAM 2022-2023 TO 2025-2026	1 YEAR OPERATIONAL PLAN 2022-2023			
Strategic Direction	Program	Link	Action	Performance Measures	Responsibility
E1. Aim to position Cowra Shire as a center of environmental excellence.	E1.1 Maximise opportunities for the Cowra Material Recycling facility to participate in the circular economy	E1.1.a	Continue partnership with Cleanaway as a regional processing facility for the Container Deposit Scheme.	CDS tonnages maintained or increasing.	Director of Infrastructure & Operations
	E4.1 Develop a Waste Management Strategy to meet the objectives of the NSW Waste and Sustainable Materials Strategy 2041.	E4.1.a	Undertake consultation and investigation to develop a Waste Management Strategy	Strategy adopted by Council	Director of Infrastructure & Operations
E4. Show leadership by taking action and promoting practices to encourage Cowra Shire to be an environmentally responsible community.	E4.2 Implement Food Organic and Garden Organic (FOGO) in line with State government strategies	E4.2.a	Investigate requirements to implement FOGO system.	Investigations undertaken and reported to Council.	Director of Infrastructure & Operations
	E4.3 Work with the community to maximise recycling.	E4.3.a	Promote recycling education program.	Promotion and education initiatives undertaken.	Director of Infrastructure & Operations
		E4.3.b	Conduct annual Recycled Art for Cowra Awards	Event conducted with good community participation.	Director of Infrastructure & Operations
		E4.3.c	Support initiatives of the Tidy Towns committee within available resources.	Support provided where required, subject to available resources.	Director of Infrastructure & Operations
		E4.3.d	Participate in Garage Sale Trail	Event conducted with good participation from the community.	Director of Infrastructure & Operations
		E4.3.e	Consider options for and feasibility of bulk rubbish collection.	Investigations undertaken and report provided to Council.	Director of Infrastructure & Operations

Table 4 Extract from – Cowra Council Delivery Program 2022-2023 to 2025-2026 &amp; Operational Plan 2022-2023

## 8.2 Waste Strategy Action Plan

Delivery Program		Waste Strategy Actions	How	Timeframe
E1.1 Maximise opportunities for the Cowra Material Recycling facility to participate in the circular economy.	E1.1 a Continue partnership with Cleanaway	CDS tonnages maintained or increasing.	Contract in place.	Ongoing
	E1.1 b Develop a MRF Masterplan to ensure the MRF is strategically designed to allow expansion opportunities in the future and to ensure the maximum longevity of waste management at the Glen Logan site.	Implement revised design of landfill to improve landfill operation efficiency.	Provide a report to Council on the proposed amended landfill engineering design including: <ul style="list-style-type: none"> <li>landfill leachate management to reduce risk of environmental damage</li> <li>options for management of biogas</li> </ul>	2024 / 25
		Investigate biogas collection from landfill as part of revised design.	Engage a suitably experienced planning consultant to manage the amendments to the Development Consent and EPA licence.  Obtain all regulatory approvals and landfill operating as per approved amended design.	2024 / 25
		Develop a plan to mitigate landfill leachate risk.		2025 / 26
		Investigate dual weighbridge options.	The priority of this item is dependent on the potential implementation of the Regional Waste Levy; if the levy is introduced the efficiency of weighing on and off at the entrance to the site will need to improve.	2028 / 29
		Maintain and upgrade processing plant to improve efficiency		Ongoing
		MRF Masterplan adopted by Council		2028 / 29
	E1.1.c Maintain and upgrade CDS and recycling processing	Maintain and upgrade recycling and CDS sorting process plant to improve efficiency	Identify annual costs of ongoing maintenance and repairs of existing recycling and CDS sorting lines. Redesign sorting lines to improve efficiency.	2024 / 25

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Delivery Program		Waste Strategy Actions	How	Timeframe
	area to allow for expanded intake.	Design and construct larger concrete area for unsorted CDS and yellow bin material.		
	E 1.1.d Develop a Recycling Education program	Program developed and delivered		2024 / 25
E4.1 Develop a Waste Management Strategy to meet the objectives of the “NSW EPA Waste and Sustainable Materials Strategy 2041”.	E4.1 b Review Waste collection services	Review usage and viability of village transfer stations	Keeping log of attendees, income and volumes.	Ongoing
		Review waste and recycling options for non-serviced areas within Cowra LGA.	Identify non-serviced populations and conduct surveys to determine waste and recycling disposal activities. /	2026 /27
	E4.1 c Deliver and promote clean town, villages and streetscapes	Improve waste disposal and recycling options in street scapes Deliver and promote village cleanliness	Increase options to dispose of recycling and problem waste e.g sharps in Cowra CBD and villages.	Ongoing
E4.2 Implement Food Organic and Garden Organics (FOGO) in line with State government strategies.	E4.2 a Implement Green Waste/FOGO bins for all commercial businesses and other entities that generate the highest volumes	Seek any available grant funding for commercial roll-out of Green Waste / FOGO. Business engagement and education undertaken through information sessions and collateral. Successful take-up of Green Waste/ FOGO bins by all commercial businesses and other high waste volume entities	Investigate options through: <ul style="list-style-type: none"> <li>Existing Netwaste contracts</li> <li>Neighbouring Council contracts</li> </ul>	2024 / 25 (must be implemented by 2025)
	E4.2 b Investigate requirements and implement residential FOGO system	Complete annual bin audits	Engage bin auditor to provide information on the make up of the Cowra waste streams and estimate potential FOGO diversion quantities	Annually, 2024 to 2026
		Investigate options for general waste bin sizes and collection frequency.	Report models used to manage FOGO at other Councils and investigate opportunities within	2025 - 2028



Delivery Program		Waste Strategy Actions	How	Timeframe
		Investigate options for FOGO treatment at the MRF. Investigate options for contract collection and treatment at other sites. Provide FOGO bins for all serviced properties.	the MRF and in collaboration with external suppliers to manage and treat FOGO.	
		Develop and adopt strategic plan for implementation of residential FOGO service		2028 / 29
		Provide FOGO bins for all serviced properties.		2029 / 30 (must be implemented by 2030)
E4.3 Work with the community to maximise recycling.	E4.3.a Promote recycling education program.	Promotion and education initiatives undertaken		Ongoing
	E4.3.b Participate in annual Netwaste 'Waste to Art' program.	Event conducted with good community participation.		Ongoing
	E4.3.c Participate in Garage Sale Trail	Event conducted with good participation from the community		Ongoing
	E 4.3.d Consider options for an feasibility of bulk rubbish collection	Council to provide residents with 2 bulky goods collection days per year.	Report to Council	2024 / 25
	E 4.3.e Reduce recycling contamination	Continue to provide and promote recycling education		Ongoing
		Investigate introduction of waste vouchers for zero contamination	Report to Council budget implication and criteria for allocating vouchers. Use the MRF app to allocate vouchers following bin audits.	

Delivery Program		Waste Strategy Actions	How	Timeframe
		Assess impacts of CDS operations and agreements		Ongoing
		Investigate new markets for recycled materials		Ongoing
		Continue to investigate options for the diversion of waste from landfill.		Ongoing
		Improve site management and pollution mitigation	Provide training for landfill operations and MRF pollution mitigation.	Ongoing
	E4.3.f Investigate options for recycling and resource recovery	Investigate increasing variety of accepted products by embracing opportunities to process problem waste	For example: Foam Muncher for styrofoam, pallet and timber recycling options, Pharmcycle for blister packs.	Ongoing
		Investigate innovative methods to process recycling and problem waste		Ongoing

**7.2 Cowra Gasworks Voluntary Management Proposal**

File Number: D24/843

Author: Dirk Wymer, Director-Infrastructure &amp; Operations

**RECOMMENDATION**

1. That Council receive and note the report on the Cowra Gasworks Voluntary Management Proposal delivery status and expenditure variations to date.
2. That the estimated additional funding required to complete the Cowra Gasworks Voluntary Management Proposal be included in the fourth quarter budget review.

**INTRODUCTION**

At its July 2022 Ordinary Meeting Council was provided a report on the Cowra Gasworks Voluntary Management Plan (VMP) (copy attached).

The third quarter financial review indicates the financial variations that have occurred in delivering the VMP to date; and this report provides the expected final value of completing the VMP given the review of modelling results to date.

**BACKGROUND**

Following declaration of the former Cowra Gasworks site by NSW EPA under the provisions of the Contaminated Land Management Act 1997 (CLM Act); 30 Brougham Street, Cowra is being managed by Council under a Voluntary Management Proposal (VMP).

In the July 2022 Ordinary Meeting report, Council was advised that:

*'To ensure that there are no present risks to human health and ecological receptors, EPA now requires Council to prepare a new VMP which is to be prepared according to a template that was supplied by EPA in August 2019.'*

*The new VMP will require Council to address the following:*

- *Complete groundwater monitoring using various new and existing monitoring wells on and off-site.*
- *Preparation of a fate and transport model to determine the nature and likely future extent of groundwater contamination on and off-site.*
- *Preparation of a final Environmental Management Plan (EMP) with actions that will be managed by Council.*
- *Identification and creation of groundwater extraction exclusion zone.*
- *Preparation of stakeholder engagement plan*
- *Clear milestone and proposed completion of the VMP*
- *Engage a NSW EPA accredited site auditor to determine compliance with approved VMP.*
- *NSW EPA requires all reports that are submitted to the EPA as a requirement of Contaminated Land Management Act 1997 (CLM Act) to be prepared or reviewed and approved by appropriate consultant outlined within the Act.'*

The accredited site auditor review of the fate and transport modelling is as follows:

*There are currently inadequate spatial data in the deep aquifer to reach reliable conclusions regarding the off-site migration of the contaminated groundwater plume emanating from the former gasworks site.*

*The key issues are:*

*1. The flow direction from the source area in the deep aquifer needs to be resolved, and additional wells need to be located down hydraulic gradient of the source.*

*2. The GHD contention that the plume may have moved beyond the existing well network needs to be tested and verified.*

- *We are therefore of the opinion that additional deep wells are needed, and consideration should be given to the following locations:*
- *North of the site, on the residential land immediately to the north*
- *North of MW05\_Fitzroy, along Fitzroy Street*
- *Further to the north-west of MW05\_Fitzroy, or further to the north (based on the updated flow direction findings), in order to provide a more distant data point to assess the second issue noted above.*

After negotiation with NSW EPA it has been agreed that the required actions to finalise the fate and transport modelling are:

- Stage 1:
  - Groundwater monitoring event (GME) and sampling of 6 existing wells installed in the deep aquifer,
  - Call with Council and the Auditor to discuss the findings of the GME and agree upon the next step.
- Stage 2 dependent on results of Stage 1:
  - Further monitoring well installation and further GME including
    - the installation of two additional downgradient monitoring wells,
    - two new rounds of groundwater elevation monitoring and water quality sampling.

The audit report states:

*Without this additional data, the current and any future modelling does not assist in resolving the potential impacts on the receptor (although such impacts would appear to be low), or in developing a suitable groundwater extraction exclusion zone.*

## **BUDGETARY IMPLICATIONS**

The financial progress of this project to date is as follows:

Original value \$76,749 (ex GST)

Variation 01 – UGL Application - \$1,500 (ex GST)

Variation 02 – Preliminary conceptual site model (CSM), change of investigation locations within the rail corridor and access to the former Shell depot - \$33,619 (ex GST)

Variation 03 – Additional mobilisation and installation of monitoring well and undertake repairs to MW02 - \$17,087 (ex GST)

Variation 04 - changes to subcontractor costs associated with the groundwater assessment and additional labour to amend the approved Voluntary Management Proposal, and preparation of a fate and transport model - \$36,670 (ex GST)

Total expenditure to date: \$165,625 (ex GST).

Estimated additional funding required to finalise the VMP:

Stage 1 – Groundwater monitoring event (GME): \$24,245 (ex GST)

Stage 2 – Monitoring well installation and GME (Provisional) - This stage is considered provisional as the scope will depend on the findings of the Stage 1 sampling and analysis: \$83,395.

## **ATTACHMENTS**

- I. Report to Ordinary Council Meeting July 2022 [↓](#)

## ORDINARY COUNCIL MEETING AGENDA

25 JULY 2022

**6.2 Engagement of Consultant and Auditor for the Cowra Gasworks Voluntary Management Proposal (VMP)**

File Number: D22/865

Author: Dirk Wymer, Director-Infrastructure &amp; Operations

**RECOMMENDATION**

**That Council approves a budget of \$121,000 for engagement of a consultant and an auditor to undertake the works associated with the new Voluntary Management Plan (VMP) for the former Cowra Gasworks at 30 Brougham Street Cowra.**

**INTRODUCTION**

Cowra Shire Council undertook partial remediation works at the former Cowra Gasworks site located at 30 Brougham Street, Cowra under the first stage Voluntary Management Plan (VMP approval number 20121725). However, due to ongoing concern of groundwater contamination that remains beneath the site and off-site to the east beneath the rail corridor, NSW EPA requires Cowra Shire Council to agree upon a second stage of Voluntary Management Proposal (VMP) that has been drafted according to the requirement under the *Contaminated Land Management Act 1997*.

This report provides a background of the works that was undertaken for the partial remediation of the Cowra Gasworks site as per stage one VMP, works required to be undertaken according to the stage two VMP and related financial implications.

This report further provides recommendations for Council's consideration and approval.

**BACKGROUND**

The former Cowra Gasworks site, located at 30 Brougham Street, Cowra operated as gasworks from 1910 until 1975. Cowra Municipal Council was responsible for the operation of this business. The site was sold in 1979 to the family of the current owners who have continuously operated a vehicle repair business at the site. Upon its formation in 1980, Cowra Shire Council assumed its obligations of Cowra Municipal Council.

Following declaration of the site by NSW EPA under provisions of the *Contaminated Land Management Act 1997* (CLM Act), 30 Brougham Street, Cowra is being managed under Voluntary Management Proposal (VMP).

The NSW Environmental Trust in the past provided funding to:

- Perform an investigation to assess the vertical and lateral extent of contamination across the site
- Develop a Remedial Action Plan (RAP) and Remedial Works Specification (RWS) to ameliorate unacceptable risks at the site
- Execute the investigation and reporting tasks in accordance with Office of Environment & Heritage (OEH) endorsed guidance

The NSW Environmental Trust has provided additional funding to remediate the site in accordance with the remedial works specification.

Stage one VMP enabled Council to produce the following:

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ORDINARY COUNCIL MEETING AGENDA

25 JULY 2022

- Detailed Site Investigation (August 2012)
- Human Health Risk Assessment – Rail Easement (October 2013)
- Remedial Action Plan (February 2014)
- Remedial Work Specification (May 2014)

The site has been partially remediated (Enviropacific 2016) through capping with concrete at the western and northern positions and asphalt surfaced in the remaining areas of the site where buildings are not present.

Following remediation works, the following reports were prepared and forwarded to EPA NSW:

- Capping Validation Report (GHD 2016)
- Environmental Management Plan (GHD 2016)
- Groundwater Monitoring Event Report (GHD 2017)

The reports identified that groundwater contamination remained beneath the site and off-site to the east beneath the rail corridor. At two of the three groundwater monitoring wells, contaminants of concern had concentrations exceeding the guideline criteria for the protection of human health and ecological receptors. The groundwater contamination had not been delineated to the east and no sampling was completed along the southern side boundary.

To ensure that there are no present risks to human health and ecological receptors, EPA now requires Council to prepare a new VMP which is to be prepared according to a template that was supplied by EPA in August 2019.

The new VMP will require Council to address the following:

- Complete groundwater monitoring using various new and existing monitoring wells on and off-site.
- Preparation of a fate and transport model to determine the nature and likely future extent of groundwater contamination on and off-site.
- Preparation of a final Environmental Management Plan (EMP) with actions that will be managed by Council.
- Identification and creation of groundwater extraction exclusion zone.
- Preparation of stakeholder engagement plan
- Clear milestone and proposed completion of the VMP
- Engage a NSW EPA accredited site auditor to determine compliance with approved VMP.
- NSW EPA requires all reports that are submitted to the EPA as a requirement of Contaminated Land Management Act 1997 (CLM Act) to be prepared or reviewed and approved by appropriate consultant outlined within the Act.

**ENGAGEMENT OF CONSULTANT AND AUDITOR:**

Council staff sought quotations from appropriate consultants and an estimated amount of \$90,000 will be required for undertaking the works required by the proposed VMP.

Council staff also sought quotations from NSW EPA accredited site auditor to determine compliance with approved VMP and an estimated amount of \$20,000 will be required for this engagement.

**ORDINARY COUNCIL MEETING AGENDA****25 JULY 2022**

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It is also recommended that a contingency of 10% is allowed bringing the total estimated amount to \$121,000.

**BUDGETARY IMPLICATIONS**

The adopted Long-Term Financial Plan includes a total funding allocation of \$80,000 over 2022/23 and 2023/24. At quarterly review this total budget allocation will need to be increased to \$121,000 with the work expected to be completed in the 2022/23 period.

The previous grant funding program from the NSW Environmental Trust no longer exists and no alternate grant funding opportunities have been identified through consultation with the NSW EPA.

**ATTACHMENTS**

Nil



**7.3 Council Owned Land: Lots 1 & 2 DP 1092182, Pack Street, Cowra**

File Number: D24/845

Author: Dirk Wymer, Director-Infrastructure &amp; Operations

**RECOMMENDATION**

- 1. That Council endorses the removal of the Restriction on use of land and Positive Covenant from the titles of Lot 1 & Lot 2 DP 1092182 relating to the prohibition of dwelling development on the land.**
  - 2. That Council authorises the General Manager and Mayor to sign all documentation necessary to release the Restriction on the use of land and Positive Covenant on the titles Lot 1 & Lot 2 DP 1092182.**
- 

**INTRODUCTION**

Lot 1 & Lot 2 DP 1092182 are two parcels of vacant land owned by Cowra Council and addressed to Pack Street, Cowra. The titles are burdened by a Restriction on the use of land and Positive Covenant that prevents development for the purpose of a dwelling. Dwelling development is now permissible on the land under the provisions of Cowra Local Environment Plan 2012.

On the 8 August 2022 Council resolution 184/2022 approved the sale of Lot 1 & Lot 2 DP 1092182 off Pack Street. To allow the sale of the land to proceed, authorisation is required from Council to release the Restriction on the use of land and Positive Covenant from the Titles of Lot 1 & Lot 2 DP 1092182.

**BACKGROUND**

When Development Consent No 369/2003 was granted for the subdivision that resulted in the creation of Lot 1, Lot 2 & Lot 3 DP 1092182, the prevailing planning instrument was Cowra Local Environmental Plan (LEP) 1990 and the land was zoned 1(a) Rural. The subdivision was permissible provided the lots were not created for dwelling-house purposes. To ensure compliance with Cowra LEP 1990, consent was granted subject to a condition requiring the creation of a Restriction on the use of Land and Positive Covenant prohibiting dwelling development on Lot 1 Lot 2 & Lot 3 DP 1092182.

As part of the Cowra Shire Land-Use Strategy and Comprehensive Local Environmental Plan Review Project, a request was received by A R and M E Mansley to have Lot 3 DP 1092182 rezoned from rural to residential. The rezoning proposal was given detailed consideration in the Cowra LEP Justification Report, April 2012 and was subsequently supported by Council. With the commencement of Cowra LEP 2012 on 25 January 2013, Lot 3 DP 1092182 was rezoned to R1 General Residential, as well as the adjoining Lots 1 & 2 DP 1092182 owned by Cowra Council.

A map showing the current zoning for Lots 1, 2 & 3 DP 1092182 and the surrounding area is included in Attachment 5 to this report.

**Project Need**

The R1 General Residential zone under Cowra LEP 2012 permits development for residential purposes, subject to the lodgment of a Development Application. For this reason, the Restriction on the use of land and Positive Covenant is no longer considered necessary or appropriate and

steps should be taken to remove these from the Certificates of Title, Deposited Plan and Section 88B Instrument.

If the Restriction on the use of land and Positive Covenant remains on the titles to Lots 1 & 2 DP 1092182, the land will not be capable of being sold for a purpose that is consistent with the aims, objectives and permissibility of the current R1 General Residential zoning that applies under Cowra LEP 2012. In other words, the Restriction on the use of land and Positive Covenant are limiting the highest and best use of the land.

### **Proposal**

Council is asked to endorse the removal of the Restriction on the use of land and Positive Covenant relating to Lots 1 & 2 DP 1092192.

The full terms of the Restriction on the use of land and Positive Covenant are detailed on Deposited Plan 1092192 and the related Section 88B Instrument, copies of which have been included as Attachments 1 and 2 (respectively) to this report.

Cowra Council is the prescribed authority having the right to release the Restriction on the use of land and Positive Covenant burdening Lots 1 & 2 DP 1092182.

Council is asked to note that a similar endorsement has already been made in relation to adjoining Lot 3 DP 1092182, which was created from the same subdivision. Council resolution 321/13, 16 December 2013 approved the removal of the Restriction on the use of land and Positive Covenant prohibiting dwelling development on Lot 3 DP 1092182. To date the required documentation to remove the Restriction and Positive Covenant have not been received from the current owner's Solicitor and still appears on the Certificate of Title and Section 88B instrument.

### **The Next Steps**

Subject to Council's endorsement of the recommendations to this report, the General Manager and the Mayor would sign a release form prepared by Solicitors on behalf of Council. Documentation would then be lodged for registration with NSW Land Registry Services. The budget implications for this work are described in a further section of this report.

### **Conclusion**

Lot 1 & 2 DP 1092182 are two parcels of vacant land owned by Cowra Council and addressed to Pack Street, Cowra. The titles are burdened by a Restriction on the use of land and Positive Covenant that prevents development for the purpose of a dwelling.

If the Restriction on the use of land and Positive Covenant remains on the titles to Lots 1 & 2 DP 1092182, the land will not be capable of being sold for a purpose that is consistent with the aims, objectives and permissibility of the current R1 General Residential zoning that applies under Cowra LEP 2012.

Council is asked to endorse the removal of the Restriction on the use of land and Positive Covenant relating to Lots 1 & 2 DP 1092192. A similar endorsement was made by Council for adjoining Lot 3 DP 1092192 in 2013.

Subject to Council's endorsement of the recommendations to this report, the General Manager and the Mayor would sign a release form prepared by Solicitors on behalf of Council. Documentation would then be lodged for registration with NSW Land Registry Services.

**Recommendation**

1. That Council endorses the removal of the Restriction on use of land and Positive Covenant from the titles of Lot 1 & Lot 2 DP 1092182 relating to the prohibition of dwelling development on the land.
2. That Council authorises the General Manager and Mayor to sign all documentation necessary to release the Restriction on the use of land and Positive Covenant on the titles Lot 1 & Lot 2 DP 1092182.

**BUDGETARY IMPLICATIONS**

Solicitors Costs and NSW Land Registry Fees \$1-2K

**ATTACHMENTS**

1. NSW Plan - Deposited Plan 1092182 [↓](#)
2. Section 88B Deposited Plan 109218288B [↓](#)
3. NSW Title Lot 1 DP 1092182 [↓](#)
4. NSW Title Lot 2 DP 1092182 [↓](#)
5. Pack Street - Cowra LEP 2012 Zoning Map [↓](#)

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**Instrument setting out terms of Easements or Profits à Prendre  
 intended to be created or released and of Restrictions on the Use of  
 Land or Positive Covenants intended to be created pursuant to  
 Section 88B Conveyancing Act, 1919.**

(Sheet 1 of 3 Sheets)

**DP1092182**

Subdivision of Lot 1 DP 598087, Lot 1 DP 592307, Lot 2 DP 592307 and Lot 24 DP 155474 covered by Subdivision Certificate No. ~~28~~ of 2004.

**Full name and address of the  
 owner of the land:**

Cowra Shire Council  
 Civic Centre, 116 Kendal Street  
 COWRA NSW 2794

**Part 1 (Creation)**

Number of item shown in the intention panel on the plan	Identity of easement, profit à prendre, restriction or positive covenant to be created and referred to in the plan	Burdened lot(s) or parcel(s)	Benefited lot(s), road(s), bodies or Prescribed Authorities
1	<b>Easement to drain water 10 wide and variable width shown EE</b>	3	<b>Cowra Shire Council</b>
2	<b>Restriction on the use of land</b>	1 2 3	<b>Cowra Shire Council</b>
3	<b>Positive Covenant</b>	1 2 3	<b>Cowra Shire Council</b>

**Part 1A (Release)**

Number of item shown in the intention panel on the plan	Identity of easement, profit à prendre, restriction or positive covenant to be released and referred to in the plan	Burdened lot(s) or parcel(s)	Benefited lot(s), road(s), bodies or Prescribed Authorities
1	<b>Right of Way 10.06 wide (BK 1434 No. 547) Shown BB</b>	1/592307	24/155474
2	<b>Right of Way 10.06 wide and variable width (BK 2734 No.620) Shown FF</b>	24/155474	<i>1/592307</i>
3	<b>Right of Carriageway 6 wide created by DP 598087 Shown CC</b>	1/598087	2/598087

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**Instrument setting out terms of Easements or Profits à Prendre  
 intended to be created or released and of Restrictions on the Use of  
 Land or Positive Covenants intended to be created pursuant to  
 Section 88B Conveyancing Act, 1919.**

(Sheet 2 of 3 Sheets)

**DP1092182**

Subdivision of Lot 1 DP 598087, Lot 1 DP 592307, Lot 2 DP 592307 and Lot 24 DP 155474 covered by Subdivision Certificate No. **28** of 2004.

**Part 2 (Terms)**

**1. Terms of Restrictions on the use of land secondly referred to in the plan**

No dwelling house, cottage, other erection or construction or otherwise for the purpose of or capable of use for habitation purposes shall be erected, maintained or allowed to remain upon the land hereby burdened.

**2. Terms of Positive Covenant thirdly referred to in the plan**

No person shall dwell or remain in any dwelling house, cottage, other erection or construction or otherwise for the purpose of or capable of use for habitation purposes upon the land hereby burdened, unless in association with a non-residential, commercial or agricultural activity carried out on the Lot.

The authority having the right to release vary or modify is Cowra Shire Council.

THE SEAL of THE COUNCIL OF THE SHIRE OF COWRA was hereunto affixed on the 4th day of November, 2004 pursuant to a resolution of Council. ~~11~~ 2005

Signature of authorised person:

Name of authorised person: Bruce Miller  
 Office held: Mayor

Signature of authorised person:

Name of authorised person: James Ranan  
 Office held: General Manager

I certify that the person(s) signing opposite, with whom I am personally acquainted or as to whose identity I am otherwise satisfied, signed this instrument in my presence.

Signature of Witness:

Name of Witness: DAVID JOHN WITHERS  
 Address of Witness: 14 KENDAL STREET,  
COWRA N.S.W. 2794  
SOLICITOR

Signature of Witness: Adrian Robert Mansley

Signature of Witness: Marjo Elisabeth Mansley

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**Instrument setting out terms of Easements or Profits à Prendre  
 intended to be created or released and of Restrictions on the Use of  
 Land or Positive Covenants intended to be created pursuant to  
 Section 88B Conveyancing Act, 1919.**

(Sheet 3 of 3 Sheets)

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**DP1092182**

Subdivision of Lot 1 DP 598087, Lot 1 DP 592307, Lot 2 DP 592307 and Lot 24 DP 155474 covered by Subdivision Certificate No. **28** of 2004.

I certify that the person(s) signing opposite, with whom I am personally acquainted or as to whose identity I am otherwise satisfied, signed this instrument in my presence.

Signature of Witness:

Name of Witness:

Address of Witness:

*David Larsen*

Richard James Larsen

Anne Winifred Larsen

I certify that the person(s) signing opposite, with whom I am personally acquainted or as to whose identity I am otherwise satisfied, signed this instrument in my presence.

Signature of Witness:

Name of Witness:

Address of Witness:

*Sally Johnstone*

Michael Leslie Gee

Catherine Mary Gee

AUSTRALIA AND NEW ZEALAND  
 BANKING GROUP LIMITED  
 A.C.N. 005 357 522  
 BY ITS ATTORNEY UNDER POWER  
 OF ATTORNEY BOOK No. 4463 No. 246

LYNETTE BAILEY  
 ACTING MANAGER SECURITIES

Adward *[Signature]*  
 MORTGAGE OPERATIONS NSW  
 LEVEL 16, 1 MARKET ST, NSW SYDNEY

*Garden & Montgomerie*  
*Solicitors*  
 12-14 Kendal Street  
 COWRA NSW 2794  
 DX 4601, COWRA NSW  
 Tel: (02) 6342 1622 Fax: (02) 6342 3501

REGISTERED



*AB 6.6.2006*



LAND  
REGISTRY  
SERVICES

## Title Search

NEW SOUTH WALES LAND REGISTRY SERVICES - TITLE SEARCH  
-----FOLIO: 1/1092182  
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SEARCH DATE	TIME	EDITION NO	DATE
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27/10/2022	11:47 AM	1	6/6/2006

LAND  
-----

LOT 1 IN DEPOSITED PLAN 1092182  
AT COWRA  
LOCAL GOVERNMENT AREA COWRA  
PARISH OF COWRA COUNTY OF BATHURST  
TITLE DIAGRAM DP1092182

FIRST SCHEDULE  
-----

COWRA SHIRE COUNCIL

SECOND SCHEDULE (3 NOTIFICATIONS)  
-----

- 1 LAND EXCLUDES MINERALS AND IS SUBJECT TO RESERVATIONS AND  
CONDITIONS IN FAVOUR OF THE CROWN - SEE CROWN GRANT(S)
- 2 DP1092182 RESTRICTION(S) ON THE USE OF LAND
- 3 DP1092182 POSITIVE COVENANT

NOTATIONS  
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UNREGISTERED DEALINGS: NIL

\*\*\* END OF SEARCH \*\*\*

jw/ts

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LAND  
REGISTRY  
SERVICES

## Title Search

NEW SOUTH WALES LAND REGISTRY SERVICES - TITLE SEARCH  
-----FOLIO: 2/1092182  
-----

SEARCH DATE	TIME	EDITION NO	DATE
-----	----	-----	----
27/10/2022	11:47 AM	1	6/6/2006

LAND  
-----

LOT 2 IN DEPOSITED PLAN 1092182  
AT COWRA  
LOCAL GOVERNMENT AREA COWRA  
PARISH OF COWRA COUNTY OF BATHURST  
TITLE DIAGRAM DP1092182

FIRST SCHEDULE  
-----

COWRA SHIRE COUNCIL

SECOND SCHEDULE (3 NOTIFICATIONS)  
-----

- 1 LAND EXCLUDES MINERALS AND IS SUBJECT TO RESERVATIONS AND  
CONDITIONS IN FAVOUR OF THE CROWN - SEE CROWN GRANT(S)
- 2 DP1092182 RESTRICTION(S) ON THE USE OF LAND
- 3 DP1092182 POSITIVE COVENANT

NOTATIONS  
-----

UNREGISTERED DEALINGS: NIL

\*\*\* END OF SEARCH \*\*\*

jw/ts

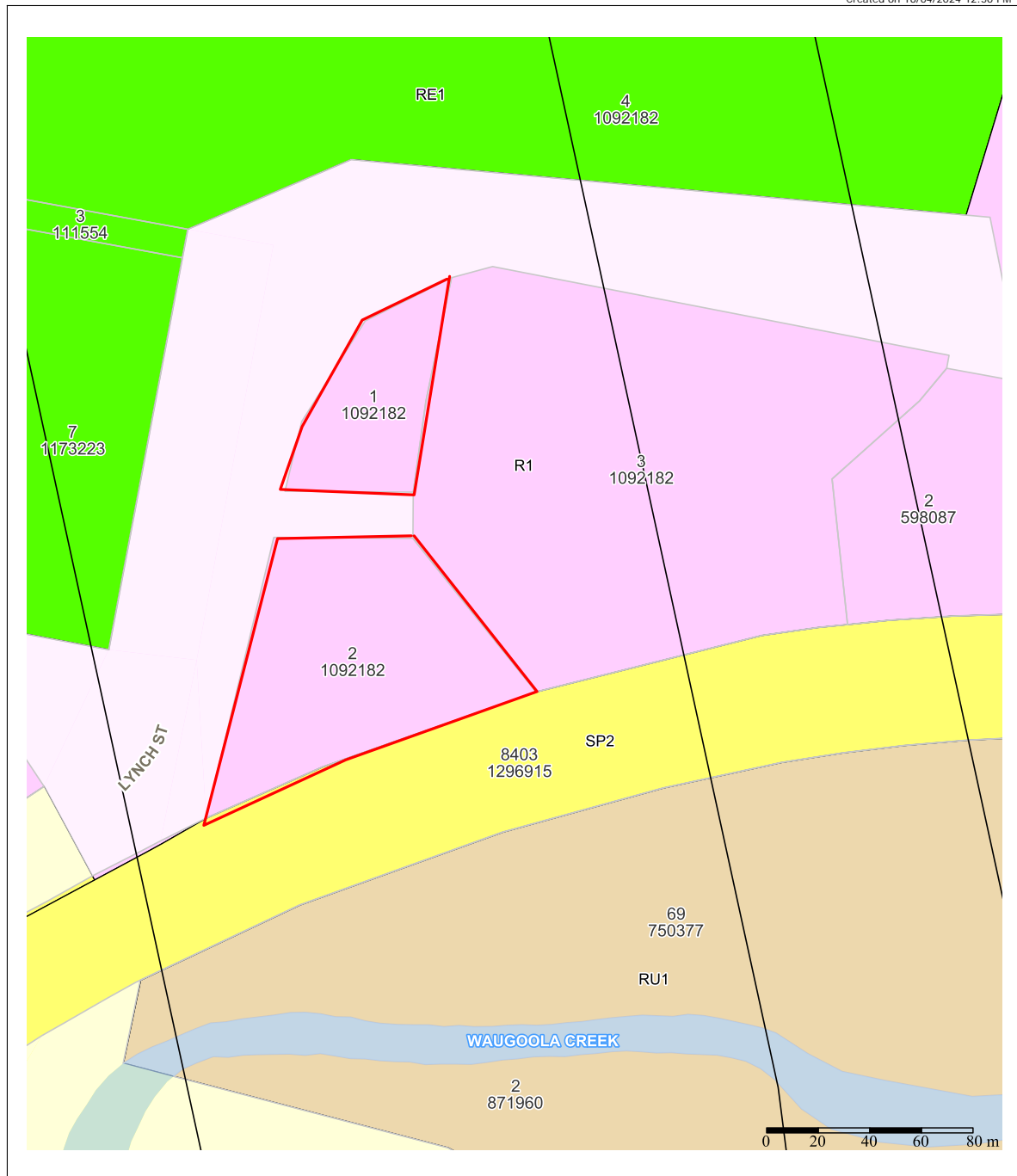
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| <ul style="list-style-type: none"> <li>Underground Petroleum Storage System</li> <li>Derelict UPSS</li> <li>Derelict UPSS Lot</li> <li>Flooding</li> <li>WRC Flood Plain Map</li> <li>1983 Flood Prone Land (1%)</li> <li>Bushfire Prone (BPL)</li> <li>1</li> <li>2</li> <li>3</li> </ul> | <ul style="list-style-type: none"> <li>Environmental Conservation Agreement</li> <li>PvP</li> <li>Potentially Contaminated Site</li> <li>Contamination Risk</li> <li>Set Aside Area</li> <li>Obstacle Limitation Surface (OLS)</li> </ul> | <ul style="list-style-type: none"> <li>LEP 2012</li> <li>Additional Permitted Uses (APU)</li> <li>Heritage (HER)</li> <li>Land Zoning (LZN)</li> <li>B1 - Neighbourhood Centre</li> <li>B2 - Local Centre</li> <li>B5 - Business Development</li> <li>B7 - Business Park</li> <li>E1 - National Parks and Nature F</li> <li>E2 - Environmental Conservation</li> </ul> | <ul style="list-style-type: none"> <li>E3 - Environmental Management</li> <li>IN1 - General Industrial</li> <li>IN2 - Light Industrial</li> <li>R1 - General Residential</li> <li>R2 - Low Density Residential</li> <li>R5 - Large Lot Residential</li> <li>RE1 - Public Recreation</li> <li>RE2 - Private Recreation</li> <li>RU1 - Primary Production</li> <li>RU3 - Forestry</li> </ul> | <ul style="list-style-type: none"> <li>RU4 - Primary Production Small Lots</li> <li>RU5 - Village</li> <li>RU6 - Transition</li> <li>SP2 - Infrastructure</li> <li>SP3 - Tourist</li> <li>W2 - Recreational Waterways</li> </ul> |
|--|---|--|--|--|



Drawn By: Jarline Finlayson

Projection: # GDA2020 / MGA zone 55

Date: 16/04/2024 12:50 PM

Map Scale: 1:1829 at A4

**7.4 West Cowra Sewerage Project Development Plan**

File Number: D24/846

Author: Dirk Wymer, Director-Infrastructure &amp; Operations

**RECOMMENDATION****That Council:**

- 1. Obtain a fee proposal from Public Works to prepare the Pressure Sewerage System**
  - policy
  - guidelines
  - design and inspection standards and
  - approval processes**to inform the review of the engineering design and estimates, and the staged implementation strategy for PSS in West Cowra.**
- 2. Proceed with the engineering design and estimate to connect the Airport SPS rising main to the existing gravity system in Lyall Street, due to deferred consideration of West Cowra gravity scheme sewer pump stations.**
- 3. Proceed with the engineering investigation and design, and cost estimate of the upgraded Showground SPS.**
- 4. Investigate the connection of the existing small lot residential area of Ranken Street to the existing Young Road SPS using a gravity sewerage system.**

**INTRODUCTION**

At the November 2023 Information meeting Council was provided a presentation on the progress of the design and cost estimates of the West Cowra sewerage project. A technical explanation of gravity sewerage and Pressure Sewerage Systems (PSS) was provided.

The intention of this report is to inform Council of the recommended design studies to be completed to further progress the West Cowra sewerage project:

- obtain a fee proposal from Public Works to prepare the PSS
  - policy
  - guidelines
  - design and inspection standards and
  - approval processes**to allow finalisation of the engineering design and estimates, and the staged implementation strategy for PSS in the West Cowra large lot residential zoned land area.**

- proceed with the engineering design and estimate to connect the Airport SPS rising main to the existing gravity system in Lyall Street, due to deferred consideration of West Cowra gravity scheme sewer pump stations.
- proceed with the engineering investigation and design, and cost estimate of the upgraded Showground SPS.
- investigate the connection of the existing small lot residential area of Ranken Street to the existing Young Road SPS using a gravity sewerage system.

These studies will provide Council the basis of adopting a staged project delivery strategy.

## STRATEGIC COST ESTIMATES WEST COWRA SEWERAGE

An update on the estimated capital costs of the proposed West Cowra sewerage project was provided in the November report:

### ***What are the potential capital costs of the options?***

**Table 25 Sewer Scheme Capital Cost Summary**

Scheme	Cost
Gravity Scheme – Revised Cardno (Ultimate)	\$55,149,000
Gravity Scheme – Road Reserve (Ultimate)	\$69,264,000
Hybrid Scheme (Existing Sizing & Future Growth)	\$52,695,000
PSS Only Scheme (Existing Sizing & Future Growth)	\$46,016,000

The ‘Pressure Sewerage System Only Scheme’ appears to be the preferred option based on capital cost.

However, the final estimate of the capital costs of PSS, will be dependent upon the completion of the recommended design studies, and examples of the implications are provided in this report.

The November report also recommended financial strategies to minimise the impact on the typical residential sewerage bill:

- *The project needs to be staged to allow cash and investment reserves to be built up between stages.*
- *The project should only proceed if 50% funding subsidy can be sourced from grant programs such as Safe and Secure. As demonstrated in the first financial forecast if Council only contributes \$11M to the total capital cost of Stage 1 there will be minimal requirement to raise the sewerage rate / TRB.*
- *A West Cowra specific ‘Development Servicing Plan’ should be adopted for subdivision development.*
- *Council should consider a capital contribution from existing West Cowra unconnected properties.*

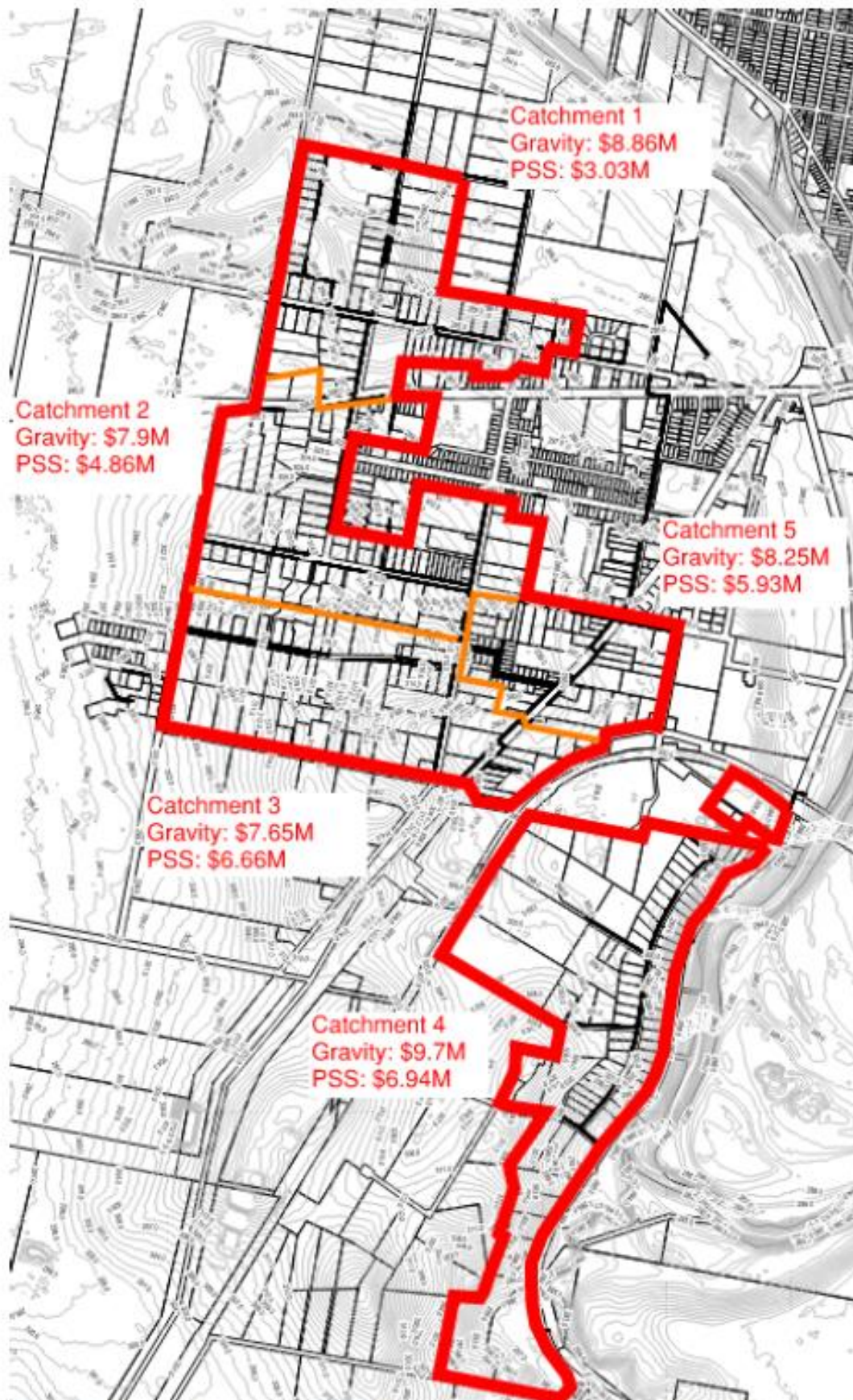


Figure 20 Gravity Option 2 and PSS Option 4 Direct Construction Cost - Catchment Comparison



## PRESSURE SEWERAGE OWNERSHIP AND DESIGN ISSUES

There are several ownership models which can be adopted for PSS. The different models vary for the on-property components only.

The most common ownership models include the following:

- Alternative 1. Council owns and operates all on-property equipment.
- Alternative 2. The property owner owns and operates all on property equipment up to the point of connection (Property Boundary Assembly) to the reticulation network.
- Alternative 3. The property owner owns and operates all on property equipment up to the point of connection (Property Boundary Assembly) with the Council providing a maintenance service to property owners either on an annual fee basis or a response/repair basis.
- Alternative 4. Council owns and operates all on-property equipment with the exception of nonresidential properties where larger than standard residential units are required. For the larger non-residential properties, the property owner is responsible for operation and maintenance.

### Comparison of Ownership Models

Most water authorities adopt the option of owning and operating the on-property equipment (Alternative 1). This approach allows control over the type of equipment used and removes the burden on the property owner associated with operating and maintaining the equipment.

One authority in NSW adopted the option where equipment was owned by the property owner but a maintenance service was offered for a fee. That Council now charges a fee above the standard fee for gravity customers for maintenance of on-property pressure sewer equipment. The driver for the original decision was related to access rights which were addressed by the maintenance service agreement.

Sydney Water now own and operate on-property equipment, on the basis that the equipment installed is approved by them and is consistent with equipment they operate in that area. Previously, Sydney Water would not own and operate larger non-residential on-property units and required the owners of the properties to own and maintain these units.

In general, the alternative where the on-property equipment is owned and operated by the water authority is the most common. However, there needs to be some requirements and appropriate documentation where the equipment is supplied and installed by land developers and home builders to ensure the assets taken over by Council comply with their requirements. This is important to ensure assets are installed correctly and can be maintained to reduce the potential maintenance and operation burden on Council.

The table below presents some of the key challenges and benefits of the different ownership models.

Challenges and Benefits	Alt 1- Council own all on-property equipment	Alt 2 – Property owner owns all on-property equipment	Alt 3 – Property Owner owns all on-property equipment with Council Maintenance service	Alt 4 – Council own all on-property equipment except for larger non-residential properties
1. Management of the sewerage system to ensure a property functioning hydraulic system.	<p>This option provides the ability to control all aspects of the on-property equipment to ensure the on-property equipment and reticulation systems operate properly.</p> <p>It will be necessary to ensure that design and construction standards are communicated clearly to developers and that connection processes are put in place to ensure compliance and co-ordination.</p>	<p>Controls can be put in place to ensure the on-property equipment is compatible with the hydraulic design of the reticulation system, it can be hard to ensure this without appropriate approval procedures at the time of connection or when equipment requires replacement.</p> <p>Property owners and service providers generally will not understand the importance of ensuring the on-property equipment meets the relevant technical specification. This can result in a system which does not work well either for the Council or for the property owner.</p> <p>While maintenance agreements can be put in place with major suppliers of PSS equipment, this would rely on property owners committing to that agreement. There is a risk that the property owners at some point discontinue the maintenance agreement leaving the issue of how and who would maintain the pump unit.</p>	<p>This option is like Alternative 2, however, it provides a maintenance and operational service provided by the Council. This removes the difficulty for property owners associated with maintaining the pump unit if they choose to take up the maintenance offer.</p> <p>This option allows Council to ensure the correct operation of equipment and the wider system where the property owner adopts the Council's maintenance offer.</p> <p>This option does create an additional administrative burden on Council to operate a maintenance service.</p>	<p>This option is the same as Alternative 1 for all residential properties and non-residential properties with an equivalent flow to a residential dwelling.</p> <p>Council will need to ensure they have policies and guidelines to ensure that Developers and future owners of non-residential properties can understand the rules that apply to larger than normal residential properties.</p>
2. Property owner unable to maintain on-property equipment (e.g. financial difficulty, no local maintenance service)	Not applicable	<p>It is likely that in these circumstances Council would step in to resolve the issue.</p> <p>Once Council did this, other property owners would feel Council should maintain their on-property equipment.</p> <p>It is possible that at some point Council would take over ownership of the on-property equipment which may require considerable upgrading of on-property components due to different pump units being used, poor maintenance of the equipment etc.</p>	<p>Where property owners choose not to adopt the Council maintenance service the issues raised for Alternative 2 would be the same.</p> <p>The risk associated with this alternative may be less than alternative 2 but would be dependent on the uptake of the maintenance service offered.</p>	<p>Not applicable to residential properties.</p> <p>As the non-residential Properties that will own their own PSS are generally businesses, it is considered more likely that they are able to manage and organise the operation and maintenance requirements associated with this ownership model.</p>
3. Maintenance Costs associated with on-property PSS equipment	Council would bear the maintenance costs associated with this option.	<p>Property owners would bear the maintenance costs associated with the on-property component of the PSS.</p> <p>This would result in an ongoing cost with some relatively high one-off costs when items such as pumps required replacement.</p>	<p>Property owners would bear the maintenance costs associated with the on-property component of the PSS.</p> <p>To minimise any relatively large fees resulting from say pump replacement the service agreement with Council could be set up as an annual charge based on assumed maintenance requirements. This would mitigate the potential for large one-off costs being transferred to home owners.</p> <p>For property owners who choose not to take up the service agreement to Council, they would need to meet relatively high one-off costs when items such as pumps required replacement.</p>	<p>Council would bear the costs associated with maintenance of all the on-property equipment it owned and all other properties (large non-residential properties) would be responsible for the costs associated with maintenance of their equipment.</p> <p>The properties owning their own equipment would face relatively high one-off costs due to replacement of key items, however unlike residential home owners should be more able to manage this situation.</p>



Challenges and Benefits	Alt 1- Council own all on-property equipment	Alt 2 – Property owner owns all on-property equipment	Alt 3 – Property Owner owns all on-property equipment with Council Maintenance service	Alt 4 – Council own all on-property equipment except for larger non-residential properties
Negative Community Perceptions	There may be some negative community perceptions around the use of PSS compared to gravity systems, however this ownership model minimises any negative perceptions as Council still managing the maintenance of the on-property equipment.	It is likely that potential property owners and the community generally see PSS under this ownership model as a second-class system compared to gravity systems or Alternative 1.  It is considered appropriate that Council require developers to provide disclosure documents which clearly inform potential property owners of the ownership model and their responsibilities. In doing so developers may feel that the use of PSS under this model devalues their land and makes it harder to sell.	While this model mitigates some of the risks (financial, managerial), it is considered that potential property owners and the community generally see PSS under this ownership model as a second-class system compared to gravity systems or Alternative 1.	There may be some negative community perceptions around the use of PSS compared to gravity systems, however this ownership model minimises any negative perceptions as Council still managing the maintenance of the on-property equipment for most properties.  Non residential properties required to provide their own on-property equipment being mainly business may feel the ownership model discriminates against them compared to residential customers.
Co-ordination with property owner and builder during house construction.	Given that there is some interface between the Council on-property assets and dwelling (electrical connection, plumbing connection and physical location of the Council assets tanks near and on the dwelling) there needs to be clear guidelines, inspections and approvals.	With the property owner owning and maintaining the on-property equipment, there are still technical requirements that need to be applied as the type of pump unit may adversely impact the PSS network performance.  These requirements will need to be clearly documented and enforced to ensure the pressure sewerage system functions properly.	Same as Alternative 2 except that the requirements may be more rigorous (Specific type and brand of pump and location of assets) to ensure Council are able to maintain the installed equipment.	For residential lots the comments for Alternative 1 apply.  For larger non-residential lots Councils technical requirements need to be applied as the type of pump unit etc may adversely impact the PSS network.  These requirements will need to be clearly documented and enforced.

**CHALLENGES FOR GREENFIELD DEVELOPMENTS IN POTENTIAL GROWTH AREAS****Hydraulic Design**

Poorly designed and operated PSS systems have the potential to increase both operating and maintenance costs and impact on the community. The following key technical issues will need to be considered for the proposed areas at West Cowra.

- The first is associated with ensuring that reticulation pipes remain full to minimise the movement of air in and out of the system minimising potential odour and hydraulic issues.
- The second being the ability to maintain flushing flows sufficient to ensure sedimentation in the reticulation system does not occur.

Both issues have the potential to cause hydraulic issues and poor design of pressure systems resulting in higher pressures at the pumps and or settlement of solids causing pipe blockages.

Given that the lots identified for potential development at West Cowra could occur in any sequence, the design of PSS to service the lots will need to assume that each lot may occur first. In some cases where the connection to the downstream system is made (generally at the property boundary) additional assets may be required to ensure the system remains full. This could involve the use of barometric loops (artificial high points in the system where pipes are above ground level) or routing reticulation pipes to a higher point in the system.

Given the order and timing of development of the lots is unclear, it is difficult to design a system which caters for flows from both the ultimate development of the area and individual lot development. This will result in either an oversized system in the early stages of development or a system which will need amplification as future lots develop. It should also be recognised that design of a system for commercial areas can be difficult as the wastewater flows from different industries can vary considerably making design of the reticulation and trunk system difficult.

**Electrical Switchboard Compliance**

The installation of the on-property pressure sewerage unit will involve the electrical connection of the pump units control panel to the home's electrical distribution board. This needs to be undertaken by an appropriately qualified electrician in accordance with the relevant Codes and Standards.

Before connection of the control panel the electrician must confirm that the electrical system complies with the current standards and codes. If a non-compliance is identified, it will need to be rectified before connection can be made.

For greenfield developments, electrical switchboards should comply with relevant codes and standards. For new dwellings it is recommended that Council require a separate dedicated circuit and isolation switch (located at the location of the control panel) be provided when the dwelling is built. The builder should also provide certification from their electrician that the electrical switchboard complies with relevant standards and Codes.

**Logistics of Installing On-Property PSS Infrastructure for a New Dwelling**

Council will need to consider when the various on-property components are installed and how that is integrated into the land development cycle.

For example, delivery of the reticulation system up to and including the property boundary kit should be delivered during the land development as part of the sub-division development. Delivery of the collection tank and property discharge line could be done at the same stage, however there is a risk that the tank could be damaged during the construction of the dwelling.

Alternatively, the collection tank could be installed after the house is built, however this creates new difficulties, such as limited access and the risks of damaging the new dwelling.

The installation of the electrical control panel which is usually located on the dwelling can obviously only be installed once the dwelling is built, however the electrical cabling to the control panel and the electrical

isolation switch could be installed when the dwelling is built, making installation of the control panel easier but would require some co-ordination between Council and the builder.

Similarly, connection of the house plumbing to the collection tank can only be made once the dwelling has been completed. It is recommended that inspection of the connection be made before the trench is backfilled as it can be a major source of wet weather inflow into the system.

Installation and commissioning of the pump should occur just prior to occupancy of the dwelling as leaving the pump in the collection tank without operating for any reasonable time (weeks) is not recommended.

## **CHALLENGES FOR PROVIDING PSS IN BROWNFIELD / EXISTING AREAS:**

### **Electrical switchboard compliance**

As stated previously, before connection of the control panel the electrician must confirm that the electrical system complies with the current standards and codes. If a non-compliance is identified, it will need to be rectified before connection can be made.

Where PSS is used in brownfield areas, it is recommended that an inspection and audit be undertaken to confirm that the electrical system where pump units are to be installed meets the current code or identifies what upgrading is required during the concept or detailed design phase. These identified works would then be undertaken prior to design or part of the design and construct contract.

### **Wet Weather Flows**

PSS remove the potential for infiltration and inflow via the street reticulation system with the only source on inflow being from the house plumbing or at the connection at the collection tank.

Pressure systems are generally designed assuming minimal wet weather inflow and infiltration. Where wet weather flows occur at a level above the design assumption, then the PSS may not operate well, potentially resulting in overflows at properties (due to high pressure pump lock out) or in the receiving non-pressurised system and result in high pump pressures. While higher wet weather flow assumptions could be made at the design stage, this would result in lower flow velocities and blockages in pipes during normal operation.

It is recommended that an audit of the property plumbing be undertaken and that the control panel used in the system has the capacity to identify properties with higher pump operation during rain events. This aids the water authority to identify sources of high inflow which may negatively impact the sewerage system. Identifying and rectifying this issue will reduce flows to the system, mitigate the need for amplification of downstream assets and reduce power consumption and pump wear across the system.

## **PRESSURE SEWERAGE SYSTEM PROJECT DESIGN TASKS**

Given the issues as described above the installation of PSS on an ad hoc basis to facilitate individual subdivision development in West Cowra should not be permitted to occur.

Given the information provided above the high-level project development tasks for the design and installation of PSS in West Cowra are:

- Develop and adopt appropriate documentation (guidelines, design and inspection standards and approval processes) to ensure co-ordination of PSS asset delivery, particularly the on-property components. These documents should be developed with Council staff, land developers, property owners and builders as the target audience.
- Review the project cost estimates for PSS and gravity options based on the adopted PSS documentation
- Review the West Cowra area to be serviced based on cost estimates; and developed a staged delivery plan
- Develop and adopt the contributions plan methodology for new development and brownfield sites based on the adopted PSS documentation and updated project cost estimates

- Public consultation with West Cowra property owners on the options, costs, benefits, delivery plan etc
- Council adopt PSS or gravity sewerage as preferred option

If PSS is the adopted methodology,

- Complete an inspection and audit of existing properties to confirm that the electrical system where pump units are to be installed meets the current code or identifies what upgrading is required during the concept or detailed design phase.
- Complete an inspection and audit of existing properties to confirm stormwater infiltration is minimised at each site.
- Advertise an Expression of Interest to PSS suppliers and determine the preferred supplier for a 'design and construct' contract.

At this stage it is recommended that Council obtain a fee proposal from Public Works to prepare the PSS

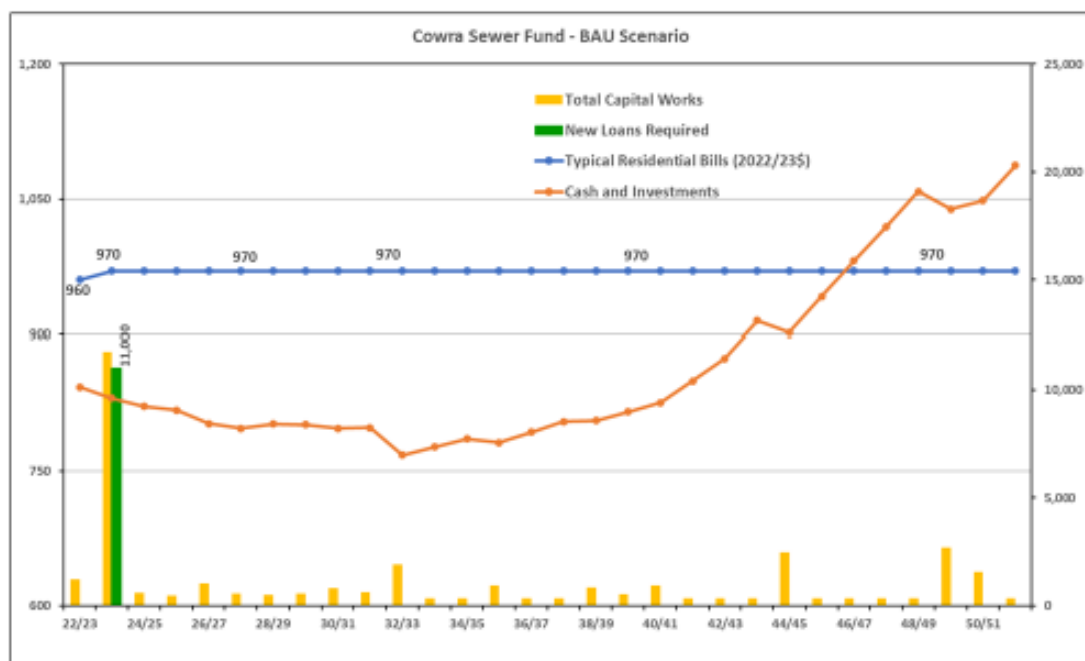
- policy
- guidelines
- design and inspection standards and
- approval processes

to inform the review of the engineering design and estimates, and the staged implementation strategy for PSS in West Cowra.

It should be noted:

- The West Cowra sewerage project is not 'shovel ready'; as described in the section above there are considerable investigation tasks to be completed as well as consultation with property owners to determine the final project scope for delivery. Given the project development tasks to be completed, the timeframe to adopt PSS or gravity sewerage as the preferred option and adopt a project staging strategy will be measured in years, not months. Information on the projected timeframes for each project development task will be requested from PWA.
- Obtaining grant funding when the project is 'shovel ready' will be a project delivery time constraint.
- Council's adopted Long Term Financial Plan includes \$11M allocated to the capital cost of the West Cowra Sewerage project; fully loan funded. This has negligible impact on the Typical Residential Bill (TRB) for sewerage:

## Baseline TRB Forecast – Sewer (No subsidy)

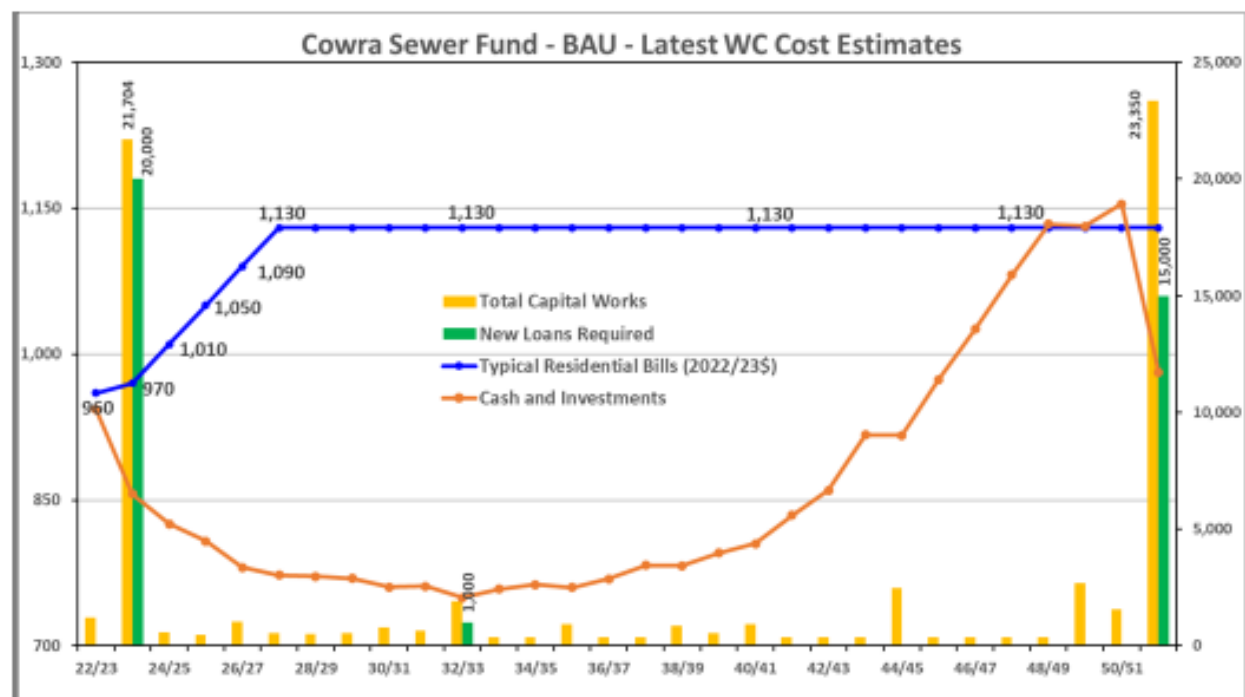


NSW Public Works  
Department of Regional NSW



- If Council was to undertake the project in two stages; fully loan funded; the impact is a significant rise in the sewerage TRB:

## Baseline with Latest WC Costs -TRB Forecast – Sewer



NSW Public Works  
Department of Regional NSW



**HIGH PRIORITY WEST COWRA SEWERAGE DESIGN WORKS**

In the original gravity system design, the Airport Subdivision SPS was originally designed to pump to a new SPS located on the corner of Grenfell Road and Airport Road and then to the Showground SPS. The downstream pump station is currently deferred and the Airport SPS is being pumped out by tanker truck.

It is recommended Council proceed with the engineering design and estimate to connect the Airport SPS rising main to the existing gravity system in Lyall Street, due to deferred consideration of West Cowra gravity scheme sewer pump stations.

The concept designs for West Cowra sewerage include all of the sewered area being reticulated to the Showground Sewer Pump Station (SSPS) for delivery to the Sewerage Treatment Works; regardless of the adoption of a gravity or PSS scheme.

The existing SSPS pump capacity is currently less than the existing estimated Peak Wet Weather inflows, and the emergency storage volume is less than modern design standards.

The SSPS will require upgrade to modern standards including:

- Higher capacity pumps
- Increased 8-hour pump station failure Emergency Storage

There is an option to relocate the SSPS to the road reserve area in Showground Lane and preliminary investigation indicates this would allow the Ribbands Way SPS to be decommissioned and drained by gravity to the relocated SSPS.

It is recommended Council proceed with the engineering investigation and design, and cost estimate of the upgraded Showground SPS.

The small lots area in Ranken Street have limited land area for their existing on-site disposal systems and a gravity sewer design in this area appears feasible based on the concept designs. It is recommended that Council investigate the connection of the existing small lot residential area of Ranken Street to the existing Young Road SPS using a gravity sewerage system.



Red circled area to be investigated for potential gravity sewerage connection.

## ATTACHMENTS

Nil



**7.5 Expansion of the Interment Services Levy**

File Number: D24/847

Author: Dirk Wymer, Director-Infrastructure &amp; Operations

**RECOMMENDATION**

1. That Council note the Director – Infrastructure & Operation’s report on the Cemeteries and Crematoria NSW’s proposal to introduce the interment levy.
2. That Council write to the Minister for Land and Property to express strong opposition to being forced to impose the interment services levy to fund Cemeteries and Crematoria NSW.

**INTRODUCTION**

The intent of this report is to advise Council of the proposed expansion of the ‘Interment Services Levy’ by Cemeteries and Crematoria NSW.

If the levy is introduced it will be further recommended that Council amend the Fees and Charges to include the levy as a specific fee:

*Cemeteries and Crematoria NSW Levy (note this levy is a NSW State Government charge required to be collected by Cowra Council; Council retains none of this levy):*

<i>Cremation</i>	<i>\$41</i>
<i>Ash interment</i>	<i>\$63</i>
<i>Interment</i>	<i>\$156</i>

**BACKGROUND**

On 28 March 2024 Council received an email from Jennifer Hickey; CEO, Cemeteries and Crematoria NSW stating:

*I am pleased to let you know that The Hon. Stephen Kamper, the Minister for Lands and Property, today released a strategic statement on cemeteries and crematoria. The statement, Delivering strong consumer outcomes for Cemeteries and Crematoria in NSW, describes the directions the government will be taking in partnership with the sector to ensure every person in NSW has accessible, sustainable, and affordable burial and cremation services into the future.*

*In addition, as part of the strategic statement, the government is proposing to implement a recommendation from IPART and the Statutory Review of the Cemeteries and Crematoria Act to expand the interment services levy. From 1 July 2024 the levy would apply to all cemetery and crematoria operators, excluding operators of inactive cemeteries who will hold a Cemetery Operator (Caretaker) Licence (also known as Category 4 operators).*

*This will ensure that Cemeteries & Crematoria NSW (CCNSW) is properly funded to improve protections for customers, maintain fair and consistent standards for the sector, and to support and deliver continuing education for operators to help them meet the regulatory requirements. Currently the levy is paid by only 2 operators which is inequitable and unfair and does not cover CCNSW's costs of regulating the sector.*

*The levy is proposed to be \$41 per cremation, \$63 per ash interment and \$156 per bodily interment. It would be up to operators to decide if and how to adjust their pricing to incorporate this levy.*

Minister Kamper's strategic statement includes:

*Changes being implemented in response to the reports are focused on strengthening the industry regulator Cemeteries & Crematoria NSW (CCNSW), allowing it to proactively address bad operators, improve consumer protections and manage risks for the government and community.*

*To support this the government will implement a recommendation from IPART and the statutory review of the Cemeteries and Crematoria act to expand the former government's interment industry levy from Crown cemeteries to all active industry operators, driving equity and levelling the field in the sector. Revenue from the levy will be no higher than that required to provide the regulator with the resources it needs required to protect consumers at a particularly vulnerable time.*

*This change will come into effect on 1 July 2024. Cemeteries and Crematoria NSW will begin consulting with industry shortly through in-person workshops and webinars commencing 9 April 2024.*

In early May Central NSW JO advised they will be coordinating a submission to CCNSW on both the introduction of the levy and the timing of the announcement; for example including the information from Parkes Council circulated at GMAC:

*1. The introduction of a new fee for councils currently free burial approval requires and should be afforded appropriate communication time for its community. A regulation made in mid-june with introduction on July 1 is highly inappropriate. Consideration of the delay of the regulated fee of six months should occur to allow councils to properly communicate with its community.*

*2. The current delay in the making of the regulation does not permit appropriate exhibition within councils currently exhibited operational plan incorporating its fees and charges. This would require an amendment at the last minute to council's publicly exhibited document.*

3. It places council staff in the position of requiring an unadvertised non-communicated fee to community members who are applying to bury their loved ones. I can suggest that this is an emotionally charged time in people's lives and surprises are not what these people need. This level of emotional conflict can be managed but only with the appropriate level of notice and communication.

4. The information package includes "cemetery and crematorium operators, and funeral directors are invited to attend one of our upcoming events in April-May 2024, where you will be able to speak with CCNSW, learn more about some of the important changes underway in the sector (including the levy), and to hear from your industry peers. Operators and funeral directors will be invited". Could you please provide advice as to these events and will there be any regional or rural areas.

## BUDGETARY IMPLICATIONS

Council's draft Long term Financial Plan shows Council's 'Public Cemeteries' are subsidised by the General Fund until the Cemetery Expansion Loan is paid off in 2025/26. In following years, the Public Cemeteries function is effectively revenue neutral; with a forecast profit of \$20,000 p.a. on average as a contingency.

To maintain its current long-term financial position Council will have no choice but to pass on the levy direct to the community. If and when the levy is introduced it would be recommended Council advertise its intent to amend the Fees and Charges to include the levy as a specific fee ie:

*Cemeteries and Crematoria NSW Levy (note this levy is a NSW State Government Charge required to be collected by Cowra Council; Council retains none of this levy):*

Cremation	\$41
Ash interment	\$63
Interment	\$156

## ATTACHMENTS

Nil

## 8 DIRECTOR-ENVIRONMENTAL SERVICES

### 8.1 Section 355 Committee Draft minutes - Cowra Natural Resource Management Advisory Committee meeting held 24 April 2024

File Number: D24/821

Author: Larissa Hackett, Director Environmental Services

### RECOMMENDATION

- I. That Council note the draft minutes of the Cowra Natural Resource Management Advisory Committee meeting held on 24 April 2024.
- 

### INTRODUCTION

The Minutes and recommendations of Cowra Shire Council's Section 355 Committee – Cowra Natural Resource Management Advisory Committee are presented for noting and consideration.

### BACKGROUND

Attached for the information of Councillors are the Minutes from the meeting held on Wednesday 24 April 2024.

### ATTACHMENTS

- I. Draft Natural Resource Management Advisory Committee Minutes - Wednesday 24 April 2024 [↓](#)

**DRAFT MINUTES OF THE NATURAL RESOURCE MANAGEMENT ADVISORY COMMITTEE HELD WEDNESDAY 24 APRIL 2024.**

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**Present:** Cr Peter Wright, Rob Davidson, John Rankin, Ian Packer, Dylan Gower,

**Apologies:** Jayden Gunn, Casey Proctor, Ian McColl, Larissa Hackett

**Council staff:** Cass Gailey,

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Meeting commenced 1.05pm.

**2. CONFIRMATION OF MINUTES:**

RESOLVED That the minutes of the meeting held on Wednesday 21 February 2024 be accepted.

Moved: I Packer

Seconded: R Davidson

CARRIED

**3. BUSINESS ARISING FROM THE MINUTES****3.1 Citizen Science Events**

Look into providing more education on recycling through school workshop events.

**3.2 Workshop / Tours**

The tour of the biodigester at the Cowra Abattoirs has been cancelled at this stage.

**3.3 NRM Delivery Plan**

Is there a Draft NRM Delivery Plan available as yet that the committee may review?

**3.4 Membership**

Currently only have 8 members, would like more interested members from other landcare related groups.

Actions:

I. Ian P to speak with Mid Lachlan Landcare about any interest to join the NRM.

**4. GENERAL BUSINESS****4.1 Microplastics & Renewable Diesel – Science Event**

Lisa Blair – Microplastics in Waterways – has been engaged to present at The Corridor as part of National Science week in August.

**DRAFT MINUTES OF THE NATURAL RESOURCE MANAGEMENT ADVISORY COMMITTEE HELD WEDNESDAY 24 APRIL 2024.**

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Suggested that she also does a one day presentation for the schools targeting primary and High School students and an evening event for other interested community members.

Combine with Renewable Diesel presentation – biofuel from locally produced waste from wheat, etc (not general waste). DPie are doing a tractor drive promoting Renewable Diesel using a tractor run on renewable diesel.

Actions:

2. Dylan to confirm if Lisa Blair able to also present to schools & community.
3. Dylan send details to Casey and Peter to confirm with schools if they are interested.
4. Investigate if Civic Centre and Services Club available and costs.
5. Dylan speak with DPie about having the Renewable Diesel tractor come to Cowra.

#### 4.1 Tidy Towns & RAFCA

Peter confirmed that the Tidy Towns committee has folded.

NRM would like to take on RAFCA and if possible tie it in with Science Week. RAFCA is usually held September which will be about a month after Science week.

Actions:

6. Peter invite Judy to the next NRM meeting to discuss what activities Tidy Towns organised that the NRM could pick up.

### 1. **NEXT WORKSHOP**

Wednesday 15 May 2024 – TBA

### 2. **NEXT MEETING**

The next NRM Committee meeting Wednesday 19 June 2024.

### 3. **MEETING CLOSED**

There being no further business the meeting concluded at 2.10pm.

P Wright  
Chair

**8.2                      Section 355 Committee Draft minutes - Access Committee meeting held Monday 22 April 2024**

File Number:        D24/824

Author:                Larissa Hackett, Director Environmental Services

**RECOMMENDATION**

- I. That Council note the draft minutes of the Access Committee meeting held on 22 April 2024.**
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**INTRODUCTION**

The Minutes and recommendations of Cowra Shire Council's Section 355 Committee – Access Committee are presented for noting and consideration.

**BACKGROUND**

Included in Attachment 'I', for the information of Councillors, are the Minutes from the meeting held on Monday 22 April 2024.

**ATTACHMENTS**

- I. Draft Access Committee Minutes - Monday 22 April 2024 [↓](#)

**DRAFT COWRA ACCESS COMMITTEE MEETING MINUTES****MONDAY 22 APRIL 2024**

**PRESENT:** Cr Nikki Kiss, Julie Stephenson, Michael Aston-Brien, Narelle Russell, Robyn Ambachtsheer,

**OFFICERS PRESENT:** Cass Gailey, Larissa Hackett,

**APOLOGIES:** Rod Stammers, Jayne Hook, Paul McCaffery, Danny Jackett, Emma Roberts, Katy Oliver, Ian Thomas

**GUEST:** Judith (Support/Carer),

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The meeting commenced at 10.06am

**1. CONFIRMATION OF MINUTES:**

RESOLVED That the Minutes of the previous meeting held on 26 February 2024 be accepted.

Moved: N Russell

Second: M Aston-Brien

CARRIED.

**3. BUSINESS ARISING FROM THE MINUTES:**

**3.1 Neighbourhood Centre Parking**

- I&O advised that the parking space will be moved rather than the sign.

Actions:

1. Rod to advise of a completion date.

**3.2 Disability Inclusion Action Plan**

- Draft being finalised and to be presented to Councillors in May.

Actions:

2. Cass email draft plan to committee when available.

**3.3 Access Incentive Fund**

- Acquittal for 5 Kendal Street received and processed.
- Aero Club application being accessed at 22 April Council meeting. Committee recommending that it be approved. It was noted that the official opening of the new premises will be held Saturday 18<sup>th</sup> May.

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## DRAFT COWRA ACCESS COMMITTEE MEETING MINUTES

MONDAY 22 APRIL 2024

3.4 Visit NSW accessibility options

- Kurt from the VIC will attend the next meeting to discuss what they are doing on their website regarding accessibility for tourists.

3.5 Footpath Issues

- I&O investigating previous issues raised – Vaux Street, Weeroona, Darling St
- Funding required to complete many of the requests raised
- It was noted that the pods are being cleaned up outside the Civic Centre and Library twice a week, committee requested if this could be done more often as many with sight impairment and/or mobility issues struggle in these areas during Autumn.

3.6 River Park Toilets

- Toilets to be upgraded and a path being considered as part of the upgrades. Funding yet to be obtained to complete works.

3.7 Coles carpark footpath access ramp & Disabled parking

- No funding available at this stage for the ramp upgrades.
- Resealing of carpark has been delayed and new disabled spaces will not be moved till resealing completed. Possibly around Xmas 2024.

Actions:

3. Rod to confirm where the spaces are being moved to, are they going on the slope? Can a site-plan showing the new spaces please be provided.

3.8 Neighbourhood Centre Disabled Toilets

- Neighbourhood Centre completing an Access Incentive Fund application to upgrade the toilets.

3.9 Vaux Street footpath and Laneway

- Sign to be erected at the intersection of Vaux St & Vaux Lane warning motorists of pedestrians.

3.10 Disabled Parking Layback – Brisbane Street

- There is a redevelopment in the area under consideration. The parking space is intended to be moved further down to enable easier access to the layback. No completion date as yet.

3.11 Accessible drop-off zone – Vaux Street

- Only option may be to create a space in the Teachers carpark.

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DRAFT COWRA ACCESS COMMITTEE MEETING MINUTESMONDAY 22 APRIL 2024

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- Katy to write a letter to the Traffic Committee for consideration.

**4. GENERAL BUSINESS:****4.1 Dowell Street bike path**

- The committee would like to thank Council for the wonderful job on the new bike path along Dowell Street.

**4.2 Disability Parking Awareness**

- The committee discussed promoting equitable parking to educate the community on not parking in Disabled Parking Spaces if they do not have a permit.

**4.3 Civic Centre Accessible Toilets**

- There is no internal door handle in the accessible toilets so that in the event of an emergency the occupant may vacate the toilets.
- It was noted that in an emergency the doors automatically open.

**4.4 Coles Arcade seating**

- The seat outside of Millers in the centre has been removed and there is now no seating in this area.
- Is it possible for Council to send a letter to the Centre Manager respectfully requesting for the seat to be reinstated?

**4.5 Festival seating**

- Not enough seating during the festival parade and other events such as the Christmas Street Parade along Kendal Street. Is it possible for Council to consider more temporary seating during events on the main street that are spread out along Kendal Street?

**4. NEXT MEETING:**

The next Access Committee meeting will be held Monday 24 June 2024.

**5. MEETING CLOSE:**

The meeting closed at 11.28am

**Cr Nikki Kiss**  
**Chair**

## 9 LATE REPORTS

Nil

## 10 NOTICES OF MOTIONS

### 10.1 Notice of Motion - Cowra Early Childhood Services Cooperative Ltd

File Number: D24/828

I, Councillor Cheryl Downing, give notice that at the next Ordinary Meeting of Council to be held on 27 May 2024, I intend to move the following motion:

#### MOTION

**That Council make allowance in the 2024/25 budget, the amount of \$10,000 in the form of 5 x \$2,000 grants, for new family day care providers, to be managed by Cowra Early Child Services Cooperative Ltd.**

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#### RATIONALE

These grants would be for the express purpose of assisting Family Day Care educators in Cowra to offset part of the setup costs, therefore encouraging new educators, as identified by Cowra Family Day Care to address the critical lack of early childcare spaces in our shire. It would be expected that a report would be forthcoming to council on the disbursement and nature of spending for these grants in six-monthly intervals.

In March 2024 Council was contacted by Cowra Early Childhood Services Cooperative Ltd (CECS) to consider a proposal to increase Family Day Care educators in our area to meet the demand for local families by creating a grant program for this purpose.

Following this an information meeting was held with CECS and Family Day Care representatives where they reiterated the struggle for families and the service and explained the daily impacts of insufficient childcare with our community.

In 2022 the Mitchell Institute as part of the University of Victoria release a study that showed that access to quality childcare is increasingly critical to Australian children, families, and the economy. This research was the first of its kind in Australia.

One of the many functions of childcare is to enable greater workforce participation, particularly for women.

Journalist Gabrielle Chan recently wrote an article about the lack of childcare, with particular focus on regional and remote areas, using information from the abovementioned research.

She states that nine million families have limited or no childcare and are finding it an impossible task to secure a place. Nearly half of regional areas are childcare deserts, meaning three children for every place available.

Now that populations are moving out of cities to country towns we are feeling the ripple effect. Doctors, nurses, teachers and other professionals are all being held back by a lack of childcare, in her opinion.

The heart of the problem may lay in the fact that in the last decade women have been the more educated of the sexes although they are still the main carers. Data from the ABS shows the main reason 36% of women did not return to the workforce was because a lack of childcare and when you take into consideration women who have children under the age of 15 that percentage goes up to 75%.

Early childcare education set children up for school, it is not just a babysitting service. They teach kids valuable social skills and the building blocks so when they get to school they hit the ground running.

She states that Childcare is not a soft issue, it is a country wide issue, which is exacerbated in regional areas. The cascading effect on a regional community means that mothers are not using their qualifications. That means a large percentage of a town may not be working in our schools, hospitals, retails shops, hospitality, management and even in local government services. An increased workforce leads to increased economic development of a town.

This is not just a women's issue, it is an everyone issue. As a productivity measure this crisis will need to be addressed by all levels of government, federal, state and local, not just left to the community.

I have experienced many ways where we have helped the community with funding.

CINC receive a substantial subsidy with rent, and in my opinion we could do more. They are a charity, but it runs like a business. Ability Network receives support to run the Squire Park Café, they are a not for profit, but it is definitely run as a business. We donate water to the Japanese Gardens and have done for years, it is a tourism business. We give a substantial donation to the Showground Trust, which is run as a business and we never receive any evidence of how they spend the funds. We support Cowra Tourism with rent subsidies and other funds, this is run as a business, Tourism reports to Council comprehensively in six-monthly intervals as per their MOU.

This proposal is an innovative program that the experienced educators of CECS and Family Day Care believe would begin to address the significant issues Cowra and District is suffering around lack of childcare spaces.

I would appeal to my fellow councillors to consider the donation/grant as proof of Cowra Council's commitment to community consciousness. We are always hearing that Cowra is a retirement village. Well, apparently there are families here and I for one would like to keep them and attract more (we will need them to look after all of us old people).

I commend this Notice of Motion to Council.

## **ATTACHMENTS**

Nil

## **11 CONFIDENTIAL MATTERS**

### **RECOMMENDATION**

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:

## **12 CONFIDENTIAL DIRECTOR-INFRASTRUCTURE & OPERATIONS**

### **12.1 Request for Tender SI\_2024 - Supply and Delivery of Bitumen Emulsion**

This matter is considered to be confidential under Section 10A(2)(d(i)) 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.

### **12.2 Water and Sewerage Telemetry System Upgrade**

This matter is considered to be confidential under Section 10A(2)(d(i)) 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.