



AGENDA

Ordinary Council Meeting

Date: Monday, 28 April 2025

Time: 5.30 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 24 March 2025



MINUTES

**Ordinary Council Meeting
Monday, 24 March 2025**

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**MINUTES OF COWRA COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COWRA COUNCIL CHAMBERS, 116 KENDAL STREET, COWRA
ON MONDAY, 24 MARCH 2025 AT 5.30 PM**

PRESENT: Cr Paul Smith (Mayor), Cr Nikki Kiss OAM (Deputy Mayor), Cr Karren Cave, Cr Cheryl Downing, Cr Ruth Fagan, Cr Tony Horton, Cr Cheryl Speechley, Cr Erin Watt, Cr Peter Wright

IN ATTENDANCE: Mr Paul Devery (General Manager), Mrs Larissa Hackett (Director - Environmental Services), Mr Dirk Wymer (Director - Infrastructure & Operations), Mr Alan Dalton (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

Nil

1.4 Disclosures of Interest

Cr Tony Horton declared a non-pecuniary interest in relation to item 3.1 Mayoral Minute - ALGA Federal Election Advocacy due to his status as an Australian Government employee, and will remain in the chamber during discussion of this item.

Cr Ruth Fagan declared a non-pecuniary interest in relation to item 6.4 Donation Request - Cowra Rugby Eagles Shute Shield due to husband's involvement in running the event and will leave the chamber during discussion of this item.

Cr Nikki Kiss OAM declared a non-pecuniary interest in relation to item 6.2 Section 355 Cowra Youth Council Minutes due to her son being a member of the Youth Council and will remain in the chamber during discussion of this item.

Cr Peter Wright declared a non-pecuniary interest in relation to item 9.1 Cowra Community Grants 2024-2025 Round 2 due to a family member being a member of an applicant organisation and will remain in the chamber during discussion of this item.

Cr Cheryl Speechley declared a non-pecuniary interest in relation to item 4.6 and 8.3, Development Application No. 10.2024.71.1, Gemello Pty Ltd, as a family member is adjacent to the property.

Cr Erin Watt declared a non-pecuniary interest in relation to items 4.6 and 8.3, Development Application No. 10.2024.71.1, Gemello Pty Ltd, as a family member has a professional interest in the matter.

1.5 Presentations1.5.1 Cowra NYE Beach Party Committee Inc

Ms Anne Johnston addressed Council to outline the activities and achievements of the NYE Beach Party Committee in recent years. On behalf of the Committee Ms Johnston thanked Council for its contributions towards the NYE Beach Party, and presented certificates of appreciation to Mayor Smith and Council.

1.6 Public Forum

Nil

2 CONFIRMATION OF MINUTES**RESOLUTION 38/25**

Moved: Cr Cheryl Downing

Seconded: Cr Tony Horton

That the minutes of Ordinary Council Meeting held on 24 February 2025 be confirmed.

CARRIED

3 MAYORAL MINUTES3.1 Mayoral Minute - ALGA Federal Election Advocacy**RESOLUTION 39/25**

Moved: Cr Paul Smith

Seconded: Cr Ruth Fagan

- 1. That Council supports the national federal election funding priorities identified by the Australian Local Government Association (ALGA); and**
- 2. That Council supports and participates in the Put Our Communities First federal election campaign; and**
- 3. That Council write to the Member for Riverina, all known election candidates in the electorate of Riverina, and the President of the Australian Local Government Association expressing support for ALGA's federal election funding priorities.**

CARRIED

3.2 Mayoral Minute - Amendments to the 2024-2026 Committee Membership and Delegates Register**RESOLUTION 40/25**

Moved: Cr Paul Smith

Seconded: Cr Cheryl Downing

That Council endorse the following amendments to the 2024-2026 Committee Membership and Delegates Register:

Add Cr Karren Cave to:

- **Traffic Committee**
- **Access Committee**
- **Regional Art Gallery Committee**
- **Festival of International Understanding Committee**
- **Canobolas Zone Rural Fire Service Liaison and Bushfire Management Committee – Alternate delegate**
- **Darbys Falls Village**
- **Billimari Village**

Add Cr Peter Wright to:

- **Natural Resource Management Advisory Committee**

Remove Cr Peter Wright from:

- **Festival of International Understanding Working Party**

Remove Cr Cheryl Speechley from:

- **Darbys Falls Village**

CARRIED

4 GENERAL COMMITTEE RECOMMENDATIONS - MONDAY, 10 MARCH 2025**DIRECTOR-CORPORATE SERVICES REPORT****4.1 Draft Minutes - Audit, Risk & Improvement Committee - 12 February 2025****RESOLUTION 41/25**

Moved: Cr Nikki Kiss OAM

Seconded: Cr Erin Watt

That Council note the draft Minutes of the 12 February 2025 Audit, Risk & Improvement Committee.

CARRIED

4.2 Donation Request - TAFE NSW - Cemetery Fees**RESOLUTION 42/25**

Moved: Cr Erin Watt

Seconded: Cr Tony Horton

That Council:

- **provide a donation of the Monument Application Fee for each monument application received from students who complete the 18 February to 14 March 2025 TAFE NSW Statement of Attainment in Concreting (Headstones) Course to a total of up to \$985.60 for all applications received; and**

- draw the donations from Council's section 356 budget for 2024-25.

CARRIED

4.3 Investments and Financial Report

RESOLUTION 43/25

Moved: Cr Nikki Kiss OAM

Seconded: Cr Ruth Fagan

That Council note the Investments and Financial Report for February 2025.

CARRIED

DIRECTOR-INFRASTRUCTURE & OPERATIONS REPORT

4.4 Local Water Utilities Funding Models Review

RESOLUTION 44/25

Moved: Cr Nikki Kiss OAM

Seconded: Cr Ruth Fagan

That Council receive and note the report summarising the recommendations of the Productivity and Equality Commissioner's 'Final Report of the Review of Funding Models for Local Water Utilities'.

CARRIED

4.5 Lachlan Regional Water Strategy 2024

RESOLUTION 45/25

Moved: Cr Nikki Kiss OAM

Seconded: Cr Ruth Fagan

That Council receive and note the summary of information regarding Cowra Council town water security provided in the 2024 Lachlan Regional Water Strategy.

CARRIED

At 6 pm Cr Erin Watt and Cr Cheryl Speechley left the meeting.

DIRECTOR-ENVIRONMENTAL SERVICES REPORT

- 4.6 Development Application No. 10.2024.71.1, Lot 13 DP 1295526, 67 Liverpool Street Cowra, demolition of existing shed, construction of 8 dwellings, and 9 lot community title subdivision, lodged by Vision Town Planning Consultants Pty Ltd. The land owner is Gemello Pty Ltd

RESOLUTION 46/25

Moved: Cr Ruth Fagan

Seconded: Cr Tony Horton

That Council note that the Committee deferred consideration of Development Application No. 10.2024.71.1, Lot 13 DP 1295526, 67 Liverpool Street Cowra to the March Council meeting to allow for additional information to be provided.

CARRIED

At 6.01 pm, Cr Erin Watt returned and Cr Cheryl Speechley returned to the meeting.

- 4.7 Development Application No. 10.2024.100.1, Lot B DP 398923, 121 Fitzroy Street Cowra, demolition of existing dwelling and ancillary structures and construction of a new dwelling, secondary dwelling and shed, lodged by Josephine Reich T/As M A Architecture. The land owner is L W & E D Lawry.

RESOLUTION 47/25

Moved: Cr Cheryl Downing

Seconded: Cr Peter Wright

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 variations to E.2.11.1, E.2.11.3, E.2.13, E.2.15, and E.5.4.2 of Part E of Council's Development Control Plan 2021 are sufficiently justified and the application was publicly notified and no submissions were received; and**
2. **That Council approves variations to E.2.11.1, E.2.11.3, E.2.13, E.2.15, and E.5.4.2 of Part E of Council's Development Control Plan 2021 for this development to allow a front setback to Fitzroy Street of 5m, a front setback to Vaux Street of 3.5m, a rear setback to the east of 195mm, a combined private open space area of 70m², and a shed height of 6.39m; and**
3. **That Development Application No. 10.2024.100.1, for the demolition of existing dwelling and ancillary structures, and construction of a new dwelling on Lot B DP 398923, 121 Fitzroy 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
Statement of Environmental Effects Revision A	Currqajong Pty Ltd 20 December 2025	Received 13 January 2025 Stamped No. 10.2024.100.1
BASIX Certificate No. 1778814M (Or as revised)	Josephine Reich Issued: 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Reactivity Investigation	Calare Civil 16 October 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Plan of Detail and Feature Survey Drawing 24093	Arete Survey Solutions 7 August 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Asbestos Report	Central West Asbestos Consulting December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Cover Sheet & Legend Job 2024.1231 Drawing G01	Calare Civil Issue D 18 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Erosion & Sediment Control Plan Job 2024.1231 Drawing ES01	Calare Civil Issue D 18 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Erosion & Sediment Control Notes Job 2024.1231 Drawing ES02	Calare Civil Issue D 18 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
General Arrangement Plan Job 2024.1231 Drawing SW01	Calare Civil Issue D 18 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Catchment Plan and Drains Modelling Notes Job 2024.1231 Drawing SW02	Calare Civil Issue D 18 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Stormwater Detention Details and Drains Result Job 2024.1231 Drawing SW03	Calare Civil Issue D 18 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Cover Drawing A001	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Site Analysis Drawing A101	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped

		No. 10.2024.100.1
Site & Roof Plan Drawing A102	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Demolition Plan Drawing A103	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Proposed Ground Plan Drawing A201	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Proposed Roof Plan Drawing A202	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Elevations West & East Drawing A301	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Elevation South and North Drawing A302	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Elevation Shed / Studio East & West Drawing A303	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Street Elevation Drawing A304	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Section A & B Drawing A401	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Section C & D Drawing A402	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Section E Drawing A403	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Landscape Plan Drawing A501	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Shadow Diagrams – Sinter Solstice 9AM Drawing A601	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Shadow Diagrams –	Josephine Reich	Received

Sinter Solstice 10AM Drawing A602	Issue A 19 December 2024	13 January 2025 Stamped No. 10.2024.100.1
Shadow Diagrams – Sinter Solstice 11AM Drawing A603	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Shadow Diagrams – Sinter Solstice 12PM Drawing A604	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Shadow Diagrams – Sinter Solstice 1PM Drawing A605	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Shadow Diagrams – Sinter Solstice 2PM Drawing A606	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1
Shadow Diagrams – Sinter Solstice 3PM Drawing A607	Josephine Reich Issue A 19 December 2024	Received 13 January 2025 Stamped No. 10.2024.100.1

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 4, Division 2 of the Environmental Planning and Assessment Regulation 2021 (see attached Advisory Note).
3. 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 THE COMMENCEMENT OF DEMOLITION WORKS

4. All utility service connections, including sewer and water, shall be

properly disconnected as part of the demolition works. In this regard the Applicant must consult with relevant service authorities regarding their requirements for the disconnection of services prior to any demolition works commencing at the site.

CONDITIONS TO BE COMPLIED WITH DURING DEMOLITION WORKS

5. The demolition works shall comply with the provisions of Australian Standard AS2601:2001 The Demolition of Structures and the *Work Health and Safety Act 2011*.
6. Demolition works are to be carried out so as not to cause damage to adjacent and adjoining properties. All damage arising from the removal of the building is to be made good and any necessary repairs and renovations are carried out within six months. Existing site to be left in a clear, clean condition with all existing plumbing and drainage lines terminated to the satisfaction of Council.
7. All works involving the removal and disposal of asbestos cement and other products containing asbestos must only be undertaken by contractors who hold a current WorkCover licence appropriate to the work being undertaken.
8. All removal, transport and disposal of asbestos or other contaminated waste materials shall be controlled in accordance with the *Work Health and Safety Act 2011* and the *Safe Work Australia Code of Practice – How to Manage and Control Asbestos in the Workplace*. Any delivery of asbestos waste to Cowra Shire Council's Materials Recycling Facility (MRF) must be pre-booked by phoning the MRF on (02) 6340 2140.
9. In the event of any damage being caused to the existing kerb, guttering, footpath, water mains, sewer mains or public roadway during demolition works, the applicant shall reimburse the Council for the full costs of repairing and making good. Any temporary cross-over material must not remain in the street gutter.
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. Demolition 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 development site prior to work commencing and shall be maintained for the term of the demolition 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 demolition site.

13. On the completion of all asbestos removal works, a Clearance Certificate is to be obtained in accordance with the *Work Health and Safety Regulations 2011* and provided to Council.

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

14. Pursuant to Section 7.12 (formerly Section 94A) of the *Environmental Planning & Assessment Act 1979*, the monetary contribution set out in the following table is to be paid to Council prior to the issue of a Construction Certificate for Stage 1. The contribution is current as at the date of this consent and is levied in accordance with the Cowra Section 94A Contributions Plan 2016 adopted on 26 April 2016. The contribution payable will be calculated in accordance with the contributions plan current at the time of payment, and will be adjusted at the time of payment in accordance with the Consumer Price Index (CPI) (All Groups Index for Sydney) published by the Australian Bureau of Statistic (ABS). Contribution amounts will be adjusted by Council each financial year.

Contribution Type	Proposed Cost of Development ¹	Levy Percentage	Total Contribution	Contribution Rate Remains Current Until
Section 94A Contribution ²	\$590,000.00	1%	\$5,900.00	30 June 2025
Notes ¹ As shown on the Development Application/Construction Certificate Application/Complying Development Certificate Application ² Council's Section 94A Contributions Plan 2016 may be viewed during office hours at Council's Customer Service Centre, 116 Kendal Street Cowra, or on Council's website www.cowracouncil.com.au				

15. 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.
16. Prior to the issue of a Construction Certificate, an amended site plan showing hardstand to the eastern boundary for the length of the setback variation is to be provided to the principal certifier.
17. Prior to the issue of a Construction Certificate, a Stormwater Management Plan shall be submitted to Council for approval. The plan is to demonstrate that adequate provision will be made for the estimated potential stormwater runoff from the development to the satisfaction of Council. This is to include a comparison of existing and design flows, and also show control measures for erosion and sedimentation.

CONDITIONS TO BE COMPLIED WITH PRIOR TO THE COMMENCEMENT OF WORKS

18. 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.

19. 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.
20. 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'.
21. 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.
22. Prior to the construction of the footings a 'peg-out' survey plan is to be submitted to the Principal Certifier which establishes the position of the property boundary and demonstrates that the development will be constructed in accordance with the boundary setbacks provided on the approved plans.

CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION

23. 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.
24. 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.
25. 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.
26. 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.

- 27. 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.**
- 28. All roofed and paved areas are to be properly drained in accordance with the Plumbing Code of Australia to Council's Stormwater Management System in accordance with the approved stormwater management plan.**
- 29. As soon as is practical, and within a maximum of 7 days following the placement of any roofing material, all guttering and downpipes must be installed and connected to Council's drainage system.**
- 30. All plumbing work shall be carried out by a licensed plumber and drainer and to the requirements of the Plumbing Code of Australia. The licensed plumber or drainer must submit a Notice of Works form to Council prior to the commencement of any plumbing and drainage works and a Certificate of Compliance at the completion of the works. The plumbing and drainage works must be inspected by Council at the time specified below:**
 - (a) Internal Drainage: When all internal drainage work is installed and prior to concealment. Pipes should be under water test.**
 - (b) External Drainage: When all external drainage work is installed and prior to concealment. Pipes should be under water test.**
 - (c) Water Supply: Hot and cold water supply pipework, when the pipework is installed and prior to concealment. Pipes should be under pressure test.**
 - (d) Stormwater: When the stormwater and roof water drainage system has been completed.**

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

- 31. The Applicant must not commence occupation or use of the dwellings and shed until a Whole or Partial Occupation Certificate has been issued from the Principal Certifier appointed for the subject development.**
- 32. Prior to the issue of a Whole Occupation Certificate, the Applicant shall construct an access crossing to the development site from Vaux 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.**

33. The Applicant is required to obtain a Certificate of Compliance pursuant to Section 64 of the Local Government Act 1993 certifying that all works, fees and charges required in connection with the provision of water supply and sewerage to the development have been undertaken and complied with in full. The certificate shall include all relevant works verified by appropriate inspections, fees and charges that are currently being applied at the time of the issue of the Occupation Certificate. Separate reticulated sewer mains and metered water services must be physically provided to the development in accordance with Cowra Infrastructure and Operations Engineering Standards. Council will not issue the Occupation Certificate until the Compliance Certificate has been issued, verifying that all works have been satisfactorily completed. All monetary contributions in relation to the augmentation of reticulated water supply and sewerage must be paid in full to Cowra Shire Council before the Subdivision Certificate will be issued. Necessary inspections must be arranged at least 48 hours in advance. Contact Cowra Infrastructure and Operations on (02) 6340 2070.

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 Paul Smith, Nikki Kiss OAM, Karren Cave, Cheryl Downing, Ruth Fagan, Tony Horton, Cheryl Speechley and Peter Wright

Against: Cr Erin Watt

CARRIED 8/1

5 GENERAL MANAGER

5.1 Community Energy Fund Grant

RESOLUTION 48/25

Moved: Cr Erin Watt

Seconded: Cr Tony Horton

1. That Council note the successful application under the Federal Government's Community Energy Upgrades Fund - Round 1 grant program for 50% funding of a \$425,917 energy efficiency project.
2. That Council fund the 50% co-contribution required as follows:
 - General Fund: \$110,738 from surplus funds remaining after insurance payout on Council's Lowe Lane property

- **Waste Fund: \$85,184 from Waste Fund Reserve**
- **Water Fund: \$17,037 from Water Fund Reserve**

CARRIED

6 DIRECTOR-CORPORATE SERVICES

6.1 Release of Closed Decisions

RESOLUTION 49/25

Moved: Cr Tony Horton

Seconded: Cr Ruth Fagan

That Council note the release of the resolution made in Closed Council at the Ordinary Council Meeting held on 24 February 2025:

Central NSW Joint Organisation Request for Tender R1 2025 - Linemarking Services

Resolution 37/25 - That Council:

- 1. Accept and sign a contract with ACT Linemarking Pty Ltd, Gumbay Holdings Pty Ltd t/as Avante Linemarking, Central West Linemarking Pty Ltd and Complete Linemarking Services Pty Ltd for the supply of linemarking services, and**
- 2. Advise the Central NSW Joint Organisation of its decision.**

CARRIED

6.2 Section 355 Committee Draft Minutes - Cowra Youth Council

RESOLUTION 50/25

Moved: Cr Erin Watt

Seconded: Cr Tony Horton

That Council note the draft Minutes of the Cowra Youth Council ordinary meetings held on 9 December 2024, 10 February 2025 and 3 March 2025.

CARRIED

6.3 Section 355 Committee Draft Minutes - Cowra Sport & Recreation Committee

RESOLUTION 51/25

Moved: Cr Tony Horton

Seconded: Cr Cheryl Downing

That Council note the draft Minutes of the Cowra Sport & Recreation Committee ordinary meetings held on 5 February and 5 March 2025.

CARRIED

At 6:34 pm, Cr Ruth Fagan left the meeting.

6.4 Donation Request - Cowra Rugby Eagles Shute Shield**RESOLUTION 52/25**

Moved: Cr Erin Watt

Seconded: Cr Nikki Kiss OAM

That Council donate \$2,000 funded from the Section 356 expenses budget, to Cowra Rugby Eagles as assistance towards hosting of the 2025 Shute Shield.

CARRIED

At 6:41 pm, Cr Ruth Fagan returned to the meeting.

7 DIRECTOR-INFRASTRUCTURE & OPERATIONS7.1 Introduction of the 'Declared Dams Safety Levy' from 1 July 2025**RESOLUTION 53/25**

Moved: Cr Ruth Fagan

Seconded: Cr Nikki Kiss OAM

That Council amend the Long Term Financial Plan to include the additional annual expense of \$50,484 (indexed annually) required for Council to fund the operations of the NSW Government department 'Dam Safety NSW'.

CARRIED

7.2 Transport Asset Grants Program Progress Report**RESOLUTION 54/25**

Moved: Cr Erin Watt

Seconded: Cr Tony Horton

That Council

- 1. Receive and note the information provided on the progress of the Federal 'Roads to Recovery' and the NSW State Government 'Regional Roads Emergency Road Repair Fund' grants.**
- 2. Include the proposed planned expenditure programs in the Long Term Financial Plan.**

CARRIED

7.3 Cowra Sewerage Treatment Plant Ultraviolet Disinfection Review**RESOLUTION 55/25**

Moved: Cr Nikki Kiss OAM

Seconded: Cr Ruth Fagan

That Council allocate the resources required to investigate and install; if feasible and accurate; measures such as ultraviolet intensity and ultraviolet transmissivity on the existing ultraviolet disinfection units at the Cowra and Wyangala Sewerage Treatment Plants to allow more timely notification of a breach in NSW Environmental Protection Agency disinfection licence limits to

the downstream community.

CARRIED

8 DIRECTOR-ENVIRONMENTAL SERVICES

8.1 Section 355 Committee Draft Minutes - Access Committee Meeting held 17 February 2025

RESOLUTION 56/25

Moved: Cr Nikki Kiss OAM

Seconded: Cr Erin Watt

- 1. That Council notes the draft minutes of the Access Committee meeting held on 17 February 2025.**
- 2. That Council accepts Cr Nikki Kiss as Chair and Mr Paul McCaffery as Deputy Chair of the Access Committee.**

CARRIED

8.2 Cowra Housing Strategy

Moved: Cr Erin Watt:

Seconded: Cr Cheryl Downing:

1. That Council notes the Cowra Housing Strategy Review of Submissions Report, which presents the findings of the public exhibition of the Draft Cowra Housing Strategy.
2. That Council adopts the final Cowra Housing Strategy 2025 with the following changes:
 - a. Delay rezoning of West Cowra until the completion of the West Cowra Sewer project and make the following changes to the housing strategy:
 - i. Removal of all references to rezoning the minimum lot size in West Cowra before the West Cowra Sewer Project is completed. Replace with plans to amend the minimum lot size as sewer is provided.
 - ii. Remove actions 2.1, 2.3.
 - iii. Amend timeline of action 6.7 to a medium time frame.
 - b. Encourage the expansion of large lot residential supply by expanding the East Cowra Urban Investigation Area. Make the following changes:
 - i. Expand the existing urban investigation area of Darbys Falls Road (North) precinct by also making Camp Road and Darbys Falls Road (South) precincts urban investigation areas.
 - ii. remove Reference to Camp Road Precinct and Darbys Falls Road (South) Precinct being discounted from further consideration.
 - iii. Add action to planning priority 2, “develop an East Cowra Masterplan” with a short time frame, attached to objective “ensure new housing in R5 zoned areas are appropriately serviced”
 - iv. Removal of all references to removing the servicing requirements in the R5 zone in East Cowra. Replace with plans to reduce minimum lot size as water connection is provided.
 - v. Remove action 2.2

- vi. Amend action 2.7 to a medium time frame
- c. Enhance our efforts to increase rental stock by adding a new objective to planning priority 4 “Encourage an increase in rental stock”
 - i. “Monitor the delivery of the Pridham Street Build to Rent project” (short time frame)
 - ii. Investigate opportunities and successful projects elsewhere for increasing rental properties” (short time frame)
 - iii. “Educate the community and development industry on the benefits of build to rent developments and other identified methods” (ongoing time frame)”
- 3. That Environmental Services makes the necessary arrangements with the NSW Department of Planning, Housing and Infrastructure to acquit the grant received for Cowra Housing Strategy project under the Regional Housing Strategic Planning Fund (Round 2).

LOST

RESOLUTION 57/25

Moved: Cr Ruth Fagan

Seconded: Cr Nikki Kiss OAM

1. That Council notes the Cowra Housing Strategy Review of Submissions Report, which presents the findings of the public exhibition of the Draft Cowra Housing Strategy.
2. That Council adopts the final Cowra Housing Strategy 2025.
3. That Environmental Services makes the necessary arrangements with NSW Department of Planning, Housing and Infrastructure to acquit the grant received for Cowra Housing Strategy project under the Regional Housing Strategic Planning Fund (Round 2).

CARRIED

At 8:11 pm, Cr Cheryl Speechley and Cr Erin Watt left the meeting.

8.3 Development Application No. 10.2024.71.1, Lot 13 DP 1295526, 67 Liverpool Street Cowra, demolition of existing shed, construction of 8 dwellings, and 9 lot community title subdivision, lodged by Vision Town Planning Consultants Pty Ltd. The land owner is Gemello Pty Ltd

RESOLUTION 58/25

Moved: Cr Nikki Kiss OAM

Seconded: Cr Ruth Fagan

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 variations to E.2.6, E.2.13, E.2.15 of Part E and M.2.1, M.2.2 and M.2.4 of Part M of Council’s Development Control Plan 2021 are sufficiently justified and the application was publicly notified and

one submission was received; and

2. That Council approves variations to Sections E.2.6, E.2.13, E.2.15 of Part E and M.2.1, M.2.2 and M.2.4 of Part M of Council's Development Control Plan 2021 for this development to allow cut and fill to the lot boundary, a rear setback of 1m for Unit 1, a Private Open Space area forward of the building line for Unit 1, an access driveway 1.25m from the lot boundary, a driveway access width of 5.5m, and an internal road width of 5.8 metres; and
3. That Development Application No. 10.2024.71.1, for the demolition of existing shed, construction of 8 dwellings, and 9 lot community title subdivision on Lot: 13 DP: 1295526, 67 Liverpool Street Cowra be approved subject to the following conditions:

GENERAL CONDITIONS

4. 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 Job 120/21 Drawing 1E	Vision Property Development Hub Revision E 24 February 2025	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Plan – Unit 1 Job 120/21 Drawing 2	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
North & South Elevations – Unit 1 Job 120/21 Drawing 3	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
East & West Elevations – Unit 1 Job 120/21 Drawing 4	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Plan – Unit 2 Job 120/21 Drawing 5	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
North & South Elevations – Unit 2 Job 120/21 Drawing 6	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
West & East Elevations – Unit 2 Job 120/21 Drawing 7	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Plan – Units 3 and 7	Vision Property	Received

Job 120/21 Drawing 8	Development Hub 6 March 2023	28 February 2025 Stamped DA 10.2024.71.1 (D)
West & East Elevations – Units 3 and 7 Job 120/21 Drawing 9	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
North & South Elevations – Units 3 and 7 Job 120/21 Drawing 10	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Plan – Unit 5 Job 120/21 Drawing 11	Vision Property Development Hub 6 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
West & East Elevations – Unit 5 Job 120/21 Drawing 12	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
North & South Elevations – Unit 5 Job 120/21 Drawing 13	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Plan – Unit 6 Job 120/21 Drawing 14	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
East & West Elevations – Unit 6 Job 120/21 Drawing 15	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
North & South Elevations – Unit 6 Job 120/21 Drawing 16	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Plan – Unit 4 Job 120/21 Drawing 17	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
East & West Elevations – Unit 4 Job 120/21 Drawing 18A	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
South & North Elevations – Unit 4 Job 120/21 Drawing 19	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Plan – Unit 8 Job 120/21 Drawing 20	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
North & South Elevations – Unit 8	Vision Property Development Hub	Received 28 February 2025

Job 120/21 Drawing 21	3 March 2023	Stamped DA 10.2024.71.1 (D)
West & East Elevations – Unit 8 Job 120/21 Drawing 22	Vision Property Development Hub 3 March 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Contoured Site Plan Job 120/21 Drawing 23C	Vision Property Development Hub 27 February 2025	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Site Contours East & West Boundaries Job 120/21 Drawing 24	Vision Property Development Hub 23 October 2024	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Site Subdivision Plan Job 120/21 Drawing 25D	Vision Property Development Hub 27 February 2025	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Internal Road Layout Plan Job 120/21 Drawing 26D	Vision Property Development Hub 27 February 2025	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Context Plan Job 120/21 Drawing 27	Vision Property Development Hub 14 February 2023	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Fence Heights Job 120/21 Drawing 29A	Vision Property Development Hub 11 October 2024	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Existing Site Plan Job 120/21 Drawing 30	Vision Property Development Hub 8 August 2024	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
BASIX Compliance Schedule – Unit 1 Job 120/21 Drawing 31	Vision Property Development Hub 8 August 2024	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
BASIX Compliance Schedule – Unit 2 Job 120/21 Drawing 32	Vision Property Development Hub 8 August 2024	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
BASIX Compliance Schedule – Unit 3 Job 120/21 Drawing 33	Vision Property Development Hub 8 August 2024	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
BASIX Compliance Schedule – Unit 4 Job 120/21 Drawing 34	Vision Property Development Hub 8 August 2024	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
BASIX Compliance Schedule – Unit 5 Job 120/21 Drawing 35	Vision Property Development Hub 8 August 2024	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)

BASIX Compliance Schedule – Unit 6 Job 120/21 Drawing 36	Vision Property Development Hub 8 August 2024	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
BASIX Compliance Schedule – Unit 7 Job 120/21 Drawing 37	Vision Property Development Hub 8 August 2024	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
BASIX Compliance Schedule – Unit 8 Job 120/21 Drawing 38	Vision Property Development Hub 8 August 2024	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Demolition Plan Job 120/21 Drawing 39	Vision Property Development Hub 8 August 2024	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Bin Collection Plan Job 120/21 Drawing 40C	Vision Property Development Hub 27 February 2025	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Cut and Fill Plan Job 120/21 Drawing 41	Vision Property Development Hub 15 November 2024	Received 28 February 2025 Stamped DA 10.2024.71.1 (D)
Solar Access Plan June 21 9:00am Job 120/21	Vision Property Development Hub 23 October 2024	Received 14 January 2025 Stamped DA 10.2024.71.1 (A)
Solar Access Plan June 21 12:00pm Job 120/21	Vision Property Development Hub 23 October 2024	Received 14 January 2025 Stamped DA 10.2024.71.1 (A)
Solar Access Plan June 21 3:00pm Job 120/21	Vision Property Development Hub 23 October 2024	Received 14 January 2025 Stamped DA 10.2024.71.1 (A)
Cover Sheet Job 2020.1388 Drawing G01	Calare Civil Issue E 12 February 2025	Received 13 February 2025 Stamped DA 10.2024.71.1 (B)
General Arrangement Plan Job 2020.1388 Drawing C01	Calare Civil Issue E 12 February 2025	Received 13 February 2025 Stamped DA 10.2024.71.1 (B)
Stormwater Catchment Plan Job 2020.1388 Drawing C02	Calare Civil Issue E 12 February 2025	Received 13 February 2025 Stamped DA 10.2024.71.1 (B)
Stormwater Detention Details Job 2020.1388 Drawing C03	Calare Civil Issue E 12 February 2025	Received 13 February 2025 Stamped DA 10.2024.71.1 (B)
Vehicle Manoeuvring Job 2020.1388	Calare Civil Issue E	Received 13 February 2025

Drawing V01	12 February 2025	Stamped DA 10.2024.71.1 (B)
Statement of Environmental Effects	Vision Property Development Hub Version 5 14 March 2025	Received 17 March 2025 Stamped DA 10.2024.71.1 (E)
BASIX Certificate Papalia – Unit 1 Certificate Number: 1757762S (Or as revised)	Vision Town Planning Consultants PTY LTD Issued: 30 July 2024	Received 6 December 2024 Stamped DA 10.2024.71.1
BASIX Certificate Papalia – Unit 2 Certificate Number: 1757764S (Or as revised)	Vision Town Planning Consultants PTY LTD Issued: 30 July 2024	Received 6 December 2024 Stamped DA 10.2024.71.1
BASIX Certificate Papalia – Unit 3 Certificate Number: 1757767S (Or as revised)	Vision Town Planning Consultants PTY LTD Issued: 30 July 2024	Received 6 December 2024 Stamped DA 10.2024.71.1
BASIX Certificate Papalia – Unit 4 Certificate Number: 1757773S (Or as revised)	Vision Town Planning Consultants PTY LTD Issued: 30 July 2024	Received 6 December 2024 Stamped DA 10.2024.71.1
BASIX Certificate Papalia – Unit 5 Certificate Number: 1757769S (Or as revised)	Vision Town Planning Consultants PTY LTD Issued: 30 July 2024	Received 6 December 2024 Stamped DA 10.2024.71.1
BASIX Certificate Papalia – Unit 6 Certificate Number: 1757776S (Or as revised)	Vision Town Planning Consultants PTY LTD Issued: 30 July 2024	Received 6 December 2024 Stamped DA 10.2024.71.1
BASIX Certificate Papalia – Unit 7 Certificate Number: 1757770S (Or as revised)	Vision Town Planning Consultants PTY LTD Issued: 30 July 2024	Received 6 December 2024 Stamped DA 10.2024.71.1
BASIX Certificate Papalia – Unit 8 Certificate Number: 1757777S (Or as revised)	Vision Town Planning Consultants PTY LTD Issued: 30 July 2024	Received 6 December 2024 Stamped DA 10.2024.71.1
Traffic Impact Assessment Ref 24.278r01v03	Traffix December 2024	Received 14 January 2025 Stamped DA 10.2024.71.1 (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).
3. All traffic movements in and out of the development are to be in a forward direction. Exit to Somerset Lane is for Emergency Vehicles Only via a locked access gate and is to be signposted as such. This condition is to be included in an Approved Management Plan for this Community Title Subdivision.

CONDITIONS TO BE COMPLIED WITH PRIOR TO THE COMMENCEMENT OF DEMOLITION WORKS

5. Any utility service connections, including sewer and water, shall be properly disconnected as part of the demolition works. In this regard the Applicant must consult with relevant service authorities regarding their requirements for the disconnection of services prior to any demolition works commencing at the site.

CONDITIONS TO BE COMPLIED WITH DURING DEMOLITION WORKS

6. The demolition works shall comply with the provisions of Australian Standard AS2601:2001 The Demolition of Structures and the Work Health and Safety Act 2011.
7. Demolition works are to be carried out so as not to cause damage to adjacent and adjoining properties. All damage arising from the removal of the building is to be made good and any necessary repairs and renovations are carried out within six months. Existing site to be left in a clear, clean condition with all existing plumbing and drainage lines terminated to the satisfaction of Council.
8. All works involving the removal and disposal of asbestos cement and other products containing asbestos must only be undertaken by contractors who hold a current WorkCover licence appropriate to the work being undertaken.
9. Any removal, transport and disposal of asbestos or other contaminated waste materials shall be controlled in accordance with the Work Health and Safety Act 2011 and the Safe Work Australia Code of Practice – How to Manage and Control Asbestos in the Workplace. Any delivery of asbestos waste to Cowra Shire Council's Materials Recycling Facility (MRF) must be pre-booked by phoning the MRF on (02) 6340 2140.
10. In the event of any damage being caused to the existing kerb, guttering, footpath, water mains, sewer mains or public roadway during demolition works, the applicant shall reimburse the Council for the full costs of repairing and making good. Any temporary cross-over material must not remain in the street gutter.
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. Demolition 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 development site prior to work commencing and shall be maintained for the term of the demolition 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 demolition site.
14. On the completion of any asbestos removal works, a Clearance Certificate is to be obtained in accordance with the Work Health and Safety Regulations 2011 and provided to Council.

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

15. Pursuant to Section 7.12 (formerly Section 94A) of the Environmental Planning & Assessment Act 1979, the monetary contribution set out in the following table is to be paid to Council prior to the issue of a Construction Certificate. The contribution is current as at the date of this consent and is levied in accordance with the Cowra Section 94A Contributions Plan 2016 adopted on 26 April 2016. The contribution payable will be calculated in accordance with the contributions plan current at the time of payment, and will be adjusted at the time of payment in accordance with the Consumer Price Index (CPI) (All Groups Index for Sydney) published by the Australian Bureau of Statistic (ABS). Contribution amounts will be adjusted by Council each financial year.

Contribution Type	Proposed Cost of Development¹	Levy Percentage	Total Contribution	Contribution Rate Remains Current Until
Section 94A Contribution²	\$2,331,934.30	1%	\$23,319.34	30 June 2025

Notes

¹ As shown on the Development Application/Construction Certificate Application/Complying Development Certificate Application

² Council's Section 94A Contributions Plan 2016 may be viewed during office hours at Council's Customer Service Centre, 116 Kendal Street Cowra, or on Council's website www.cowracouncil.com.au

16. 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.
17. Prior to the Issue of a Construction Certificate, and in accordance with the Fire Safety Guideline: Access for fire brigade vehicles and firefighters, AS 2890.1-2004, and Cowra Infrastructure and Operations Engineering Standards, the applicant must ensure:
 - a. pedestrian entrances and exits are separate from vehicular entrances and exits.
 - b. Parking Aisle, Collection Roadway and Driveway Access widths are compliant for 90-degree parking.
 - c. A key fitted to an Emergency Vehicle locked access gate to Somerset Lane is to be deposited with the Cowra Fire Brigade Station. Additionally, a key is to be provided to Cowra Ambulance Station and Cowra Police Station.
18. Prior to the issue of a Construction Certificate, the Applicant is to submit a Landscape Plan for the approval of the Principal Certifier which includes details of the proposed plant species and maintenance schedule. The plan is to be prepared in accordance with Part N of Cowra Council Development Control Plan 2021.
19. Prior to the issue of a Construction Certificate, a Stormwater Management Plan, demonstrating that adequate provision will be made for the estimated potential stormwater runoff from the development in accordance with Council's Development Control Plan – Part D Subdivision Code 2021 and Cowra Infrastructure and Operations Engineering Standards shall be submitted to Council for approval. Any required stormwater drainage facilities necessary to service the subdivision, including inter-allotment drainage, shall be carried out and detailed in the Compliance Certificate for drainage infrastructure. This will include an extension of the Stormwater reticulation main from the intersection of Somerset Street & State Highway # 6 to service the proposed subdivision on Lot 17, DP 1305538.
20. Prior to the issue of the Construction Certificate, the applicant must demonstrate that the development complies with firefighting capabilities in accordance with AS 2419.1:2021, Fire Hydrant Installations, and Fire and Rescue NSW (FRNSW) guidelines. All costs associated with the augmentation of water reticulation relating to the development shall be borne by the Applicant and at no cost to Council.
21. Prior to the issue of a Construction Certificate, an amended servicing layout plan is to be submitted for the approval of Council's Manager - Assets & Technical Services.

CONDITIONS TO BE COMPLIED WITH PRIOR TO THE COMMENCEMENT OF WORKS

22. The Applicant is to obtain a Construction Certificate from either Council or an Accredited Certifying Authority, 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.
23. Prior to the construction of the footings a 'peg-out' survey plan is to be submitted to the Principal Certifier which establishes the position of the property boundary and demonstrates that the development will be constructed entirely within the boundaries of the property.
24. 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 Certifying Authority'.
25. 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.
26. The Applicant is to obtain all relevant approvals under Section 68 of the Local Government Act 1993 to carry out sewerage work, to carry out stormwater drainage work and to carry out water supply work from Cowra Shire Council prior to commencing works and comply with any conditions of that permit. All work shall be carried out by a licensed plumber and drainer and to the requirements of the Plumbing Code of Australia. The licensed plumber or drainer must submit a Notice of Works form to Council prior to the commencement of any plumbing and drainage works and a Certificate of Compliance at the completion of the works. The plumbing and drainage works must be inspected by Council at the time specified below:
 - (a) Internal Drainage: When all internal drainage work is installed and prior to concealment. Pipes should be under water test.
 - (b) External Drainage: When all external drainage work is installed and prior to concealment. Pipes should be under water test.
 - (c) Water Supply: Hot and cold water supply pipework, when the pipework is installed and prior to concealment. Pipes should be under pressure test.
 - (d) Stormwater: When the stormwater and roof water drainage system

has been completed.

CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION

27. 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.
28. 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.
29. 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.
30. All roofed and paved areas are to be properly drained in accordance with the Plumbing Code of Australia and discharged to Council's stormwater management system in accordance with the approved Stormwater Management Plan.
31. 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.
32. 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.
33. 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 CERTIFICATE

- 34. The Applicant must not commence occupation or use of any dwelling until a Whole or Partial Occupation Certificate has been issued from the Principal Certifier appointed for the subject development.
- 35. Prior to the issue of any Occupation Certificate the applicant must upgrade the existing access driveway to the property from 67 Liverpool Street and Somerset Lane in accordance with consent from the roads 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 Council's engineering standards. All costs associated with the construction of the access driveway(s) shall be borne by the Applicant.
- 36. Prior to the issue of any Occupation Certificate, the applicant is to provide on-site parking for a minimum of 11 car parking spaces in accordance with the approved plans. Car parking and trafficable areas shall be designed and maintained in accordance with Cowra Shire Council's DCP – Part M, 2021.
- 37. The Applicant is required to obtain a Certificate of Compliance pursuant to Section 64 of the Local Government Act 1993 certifying that all works, fees and charges required in connection with the provision of sewerage and water supply to the development have been undertaken and complied with in full. The certificate shall include all relevant works verified by appropriate inspections, fees and charges that are currently being applied at the time of the issue of the Occupation Certificate.

Separate reticulated sewer and water reticulation mains including a 50mm metered water service must be physically provided to the development in accordance with Cowra Infrastructure and Operations Engineering Standards. Council will not issue the Occupation Certificate until a Compliance Certificate has been issued, verifying that all works have been satisfactorily completed. Necessary inspections must be arranged at least 48 hours in advance. Contact Cowra Infrastructure and Operations on (02) 6340 2070.

- 38. Prior to the issue of the Occupation Certificate the Applicant shall ensure that all visitor vehicular parking areas and pavement markings indicating entry & exit, are clearly defined and/or line-marked in

accordance with Cowra Infrastructure and Operations Engineering Standards and Australian Standard 2890.1-2004 - Off Street Parking Facilities.

Note: All costs associated with the identification and pavement marking shall be borne by the Applicant and at no cost to Council.

39. Prior to the issue of a Whole Occupation Certificate, all landscape works shall be completed in accordance with the approved Landscape Plan and maintained in good order at all times.

CONDITIONS TO BE COMPLIED WITH PRIOR TO ISSUE OF THE SUBDIVISION CERTIFICATE

40. The person acting on the consent is to lodge with Cowra Shire Council a Subdivision Certificate Application together with the final subdivision plan and a minimum of four copies for signature. All necessary information to support the certificate release and the necessary fee is required to be included with the Subdivision Certificate Application.
41. Prior to the issue of a Subdivision Certificate, the Management Statement is to be amended to include a by-law relating to the exit to Somerset Lane is for Emergency Vehicles Only.
42. Prior to issue of the Subdivision Certificate, the applicant shall connect all new lots in the plan of subdivision to Council's Reticulated Water Supply System in Liverpool Street, and to the satisfaction of the relevant service provider, being Cowra Shire Council.
43. Prior to issue of the Subdivision Certificate, the applicant shall connect all new lots in the plan of subdivision to Council's Reticulated Sewer Supply System and to the satisfaction of the relevant service provider, being Cowra Shire Council.

The Applicant is required to obtain a Certificate of Compliance pursuant to Section 64 of the Local Government Act 1993 certifying that all works, fees and charges required in connection with the provision of sewerage supply to the development have been undertaken and complied with in full. The certificate shall include all relevant works verified by appropriate inspections, fees and charges that are currently being applied at the time of the issue of the Occupation Certificate. Council will not issue the Subdivision Certificate until a Compliance Certificate has been issued, verifying that all works have been satisfactorily completed. Necessary inspections must be arranged at least 48 hours in advance. Contact Cowra Infrastructure and Operations on (02) 6340 2070.

44. Prior to the issue of a Subdivision Certificate, the applicant must provide to Council a certificate from Essential Energy, or another energy provider, to the effect that:
- a) suitable power supply is available to all lots in the subdivision, or
 - b) arrangements have been made for suitable power supply to be

made to all lots in the subdivision.

45. Prior to the issue of the Subdivision Certificate, the applicant is to provide evidence to Council that arrangements have been made for:
- a) the installation of fibre-ready facilities (or equivalent) to all lots so as to enable fibre to be readily connected to any premises that is being or may be constructed on those lots. Demonstrate that the carrier has confirmed in writing that they are satisfied that the fibre ready facilities are fit for purpose, and
 - b) the provision of fixed-line telecommunications infrastructure in the fibre-ready facilities to all lots demonstrated through an agreement with a carrier.
46. The person acting on the consent shall include on the final plan of subdivision any and all necessary easements required over access, water, sewer, stormwater, electricity and telecommunications mains.
47. Prior to the issue of the Subdivision Certificate, a **Works-as-Executed (WAE) Plan** prepared by a registered surveyor is to be submitted to Council. The **WAE** plan shall show:
- (i) Whether all works have been completed generally in accordance with the approved drainage plans;
 - (ii) Any departure from the approved plan and conditions;
 - (iii) Any additional work that has been undertaken;
 - (iv) Location, levels and sizes of pipes and pits;
 - (v) Finished floor and finished surface levels; and
 - (vi) The location of finished levels should in general correspond with those shown on Council's approved drainage plan.

The above information is to be superimposed on a full-sized copy of the approved drainage plan and is to be submitted to Council.

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 Paul Smith, Nikki Kiss OAM, Karren Cave, Cheryl Downing, Ruth Fagan and Tony Horton

Against: Cr Peter Wright

CARRIED 6/1

At 8:21 pm, Cr Erin Watt and Cr Cheryl Speechley returned to the meeting.

9 LATE REPORTS

9.1 Cowra Community Grants 2024-2025 Round 2

RESOLUTION 59/25

Moved: Cr Nikki Kiss OAM

Seconded: Cr Erin Watt

That Council allocate funding under Round 2 of the 2024/2025 Cowra Community Grants Program to the following groups:

Category: Arts and Culture	Project	Funding Recommendation
No applications		\$0.00
		\$0.00
Category: Building and Facility Development		
Woodstock Memorial Show	Assist upgrade interior lighting and safety exit signs in Walli Memorial Hall.	\$2,000.00
Lachlan Endurance Riders Club Inc.	Assist with installation of outdoor lighting of the Woodstock Showground Canteen area and undercover seating area.	\$2,000.00
Darbys Falls Bushfire Brigade Inc.	Assist install kitchenette, ZIP hotwater service and fit out facility for Darbys Fall community to use in time of crisis.	\$1,987.05
Cowra Uniting Church Food Hall	Assist with the installation of additional lockers for use by volunteers.	\$1,000.00
Morongla Creek Showground Land Manager	Assist purchase split-system air-conditioner for use in kitchen at Morongla Hall.	\$2,000.00
Cowra and District Seniors Citizen Club	Assist install Daiken Split System Air-Conditioner in the main hall.	\$2,000.00
Cowra Rugby League Football Club Inc.	Assist paint the interior of the canteen and clubhouse at west Cowra recreation Ground.	\$2,000.00
		\$12,987.05
Category: Sport and Recreation		
Cowra Little Athletics	Assist purchase of new Portable PA Race Starter System.	\$749.15

Cowra and District Pony Club	Assist establish 'mounted games' as a new discipline previously not available to Cowra Pony Club members.	\$1,000.00
Central West Equestrian Club Inc	Assist purchase essential showjumping and equestrian sports items.	\$1,000.00
Cowra Amateur Swimming Club	Assist purchase 10 x stop watch timers and a large media wall.	\$970.00
		\$3,719.15
Category: New Community Events		
No Successful Applications		\$0.00
		\$0.00
Category: Small Capital Equipment		
Gooloogong Progress and Promotion Association	Assist purchase tables and chairs for use in Gooloogong Recreational Park and Gooloogong community.	\$1,000.00
Cowra Junior Rugby League	Assist purchase refrigerator large enough to cater for major carnivals.	\$1,000.00
Cowra Evening Branch CWA	Assist purchase and set-up of FHD laptop computer for Evening CWA use.	\$1,000.00
Cowra Eisteddfod Inc.	Assist purchase of laptop computer for Eisteddfod Committee use.	\$1,000.00
Cowra Motorcycle Racing Club	Assist purchase commercial gas deep fryer for use in the club canteen.	\$1,000.00
The Salvation Army Cowra	Assist with replacement of water damaged storage cupboards that are used to hold welfare items for the community.	\$1,000.00
Cowra Uniting Food Hall	Assist purchase a backup power source to cover operations in the event of power failure.	\$1,000.00
Wattamondara Recreational Ground Trust	Assist purchase refrigerator for kitchen in the Wattamondara Community Hall.	\$1,000.00
Cowra Amateur Musical and Dramatic Society Inc.	Assist purchase new laptop computer.	\$1,000.00
Lachlan Valley Railway Co-Operative Society Ltd	Assist purchase track gauge for use by volunteer workers.	\$1,000.00
		\$10,000.00
Total Funds Allocated	21 applications	\$26,706.20

CARRIED

10 MOTION WITHOUT NOTICE**10.1 Matter of Urgency****RESOLUTION 60/25**

Moved: Cr Paul Smith

Seconded: Cr Peter Wright

That the meeting consider a matter relating to the 2025 Cowra Festival of International Understanding that has been ruled by the Chair to be a matter of urgency.

CARRIED

10.2 2025 Cowra Festival of International Understanding**RESOLUTION 61/25**

Moved: Cr Paul Smith

Seconded: Cr Peter Wright

That Council thank staff, coordinators, Youth Ambassadors, the Cowra Festival of International Understanding Working Party and Councillors who were not members of the Working Party for their efforts towards the success of the 2025 Cowra Festival of International Understanding.

CARRIED

11. CONFIDENTIAL MATTERS**RESOLUTION 62/25**

Moved: Cr Ruth Fagan

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:

12. CONFIDENTIAL DIRECTOR-CORPORATE SERVICES**12.1. Request for Water Account Adjustment - Assessment Number**

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.

13. CONFIDENTIAL DIRECTOR-INFRASTRUCTURE & OPERATIONS**13.1. Request for Tender 1/2025 – Provision of Cleaning Services (Council Facilities)**

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

3 MAYORAL MINUTES

3.1 Mayoral Minute - Central NSW Joint Organisation Board Meeting 27 February 2025

File Number: D25/661

Author: Paul Smith, Mayor

RECOMMENDATION

That Council note the report from the Mayor on the Central NSW Joint Organisation (CNSWJO) Board meeting on 27 February 2025 held in Oberon.

INTRODUCTION

The General Manager and I attended the recent meeting of the Central NSW Joint Organisation Board held in Oberon on 27 February 2025. The minutes from the meeting are attached (Attachment 1), as is the Draft Statement of Budget and Revenue (Attachment 2).

MEETING NOTES

Delegates were welcomed to Oberon by its Mayor, Cr Andrew McKibbin.

Speakers to the meeting were Local Government NSW President, Cr Phyllis Miller, and Chief Executive Mr David Reynolds. The Board then had a strategic session around the priorities into the federal election and for this term of Council. Updates were provided from the NSW Office of Local Government, Regional Development Australia Central West and the NSW Premier's Department.

More detail on reports to the meeting are below where the agenda can be found on the CNSWJO website.

Forward budget

The Board adopted a draft Statement of Budget and Revenue and has put it on public exhibition. It can be found on the CNSWJO website.

Considerations for the 2025/2026 budget include:

- taking up the rate peg increase of 3.8% for fees where this figure is the lowest rate increase in this region (Blayney);
- noting the decision by the Board to realise \$150K from internally restricted reserves to support the cyber security project;
- noting the Statement of Strategic Regional Priority (SSRP) will be finalised in November of this calendar year and changes to priorities will be funded in the budget;
- based on the pilot with Forbes Shire Council, growth in the service offering for the procurement function to include a "fee-for-service" procurement management service at a reasonable cost to members showing a conservative income stream of \$20K;
- inclusion of \$12,500 to support matching funding for energy projects;
- inclusion of grant funded projects for:
 - Disaster Readiness;

- Joint Organisation Net Zero Acceleration Program; and
- Water Loss Management.

Advocacy Plans

Every February the Board reviews its Advocacy Plans. These plans are used to inform submissions, media, correspondence, ministerial briefings and other collateral.

Developed with the direction of the Portfolio Mayors, the following were adopted by the Board:

- The Transport Advocacy Plan
- The Health and Ageing Advocacy Plan
- The Water Advocacy Plan
- The Regional Prosperity Advocacy Plan
- The Energy Advocacy Plan



Other key outputs adopted by the Board

Output	Description
Statement of Strategic Regional Priority Risk Management Plan	Undertaken internally, risks to the JO, region and Council are identified. All JO activities must give consideration to these risks and advice is provided to the Board in their quarterly meeting.
CNSWJO Social and Environmental Scan	Using an external provider, this report provides a snapshot of the region's data, opportunities and challenges. This advice informs forward strategy.
High level Destination Marketing Plan	Commissioned by the previous Board and undertaken externally this work informs the destination marketing being undertaken through the CNSWJO.
Leading Practice in Regional Development	At the request of the previous Board this work has been undertaken collaboratively between Central West Regional Development Australia (CWRDA) and the JO. RDA will take the lead in its implementation.
Draft MoU with SkillSet	CNSWJO has a growing number of MoUs and other instruments to facilitate collaboration. The most recent is with Skillset. Importantly, these MoUs identify initiatives to be undertaken collaboratively in the interest of Councils and communities in the CNSWJO region.
CNSWJO Regional Electric Vehicle Strategy - final	A support document for Councils and the JO in transitioning fleet to meet net zero carbon emissions targets.
EV Drive Day Event Report	A wrap-up report from the Electric Vehicle (EV) Drive Day held in Bathurst in December 2024.
New Councillor Event Final Report	<p>The Welcome Councillor event was held 28 November 2024. A report from the meeting made the following recommendations which will now be progressed as they have been adopted by the Board.</p> <ol style="list-style-type: none"> 1. provide advice back to peak agencies included in this report; 2. develop a CNSWJO induction report for incoming Councillors with advice drawn from the event; 3. receive advice on resourcing of: <ol style="list-style-type: none"> a. an informal network of Councillors; and b. specific support for Deputy Mayors; and 4. include advice from this report in its deliberations on forward programming for the Statement of Strategic Regional Priority and advocacy.

Advocacy Priorities leading into the federal election

The Board identified the following as priorities leading into the federal election.

1. Increase Financial Assistance Grants to at least 1% of Commonwealth tax revenue and add a one-time \$3 billion payment to address past underfunding.
2. Recognise Local Government in the Constitution.
3. Recognise Central NSW's strengths in agriculture, mining, renewable energy, and proximity to cities and ports with the "Made in Central NSW" initiative.
4. Provide support and compensation for regional communities during the energy and mining transition.
5. Empower regional communities to become more energy independent and resilient.
6. Ensure energy security for regional communities during the transition to renewable energy.
7. Improve road funding with a focus on betterment and resilience.
8. Develop a safe, reliable, and efficient transport network linking Central NSW to Sydney and beyond for both passengers and freight.
9. Create a strong multi-modal freight network.
10. Address health workforce shortages, exacerbated by housing shortages, with better collaboration between state and federal services.
11. Despite the various interventions and inquiries over decades, local government is still battling health and aged care workforce shortages, the more remote the greater the challenge.
12. Improve health services, as 94% of our communities prioritises this.
13. Leverage the region's water security work to develop a regional water supply pipeline grid in partnership with the NSW and Federal Governments.
14. Include Water Supply and Sewer Assets in State and Commonwealth Disaster Recovery Funding.
15. Ensure the Murray Darling Basin Plan considers the social and economic impacts on communities while meeting environmental targets, especially during droughts and natural disasters.
16. Review the Aboriginal and Torres Strait Islander Heritage Protection Act Section 10 process.

At the time of writing an event is being coordinated for 11 March which will include a session on federal priorities and meeting with candidates leading into the election. All Councillors in the region have been invited and the event is free to attend.

Further advocacy will be at the direction of the Mayors of the region under the leadership of the Chair, Cr Kevin Beatty, Mayor of Cabonne.

Priorities for the Joint Organisation for this term of Council

Similar to the Community Strategic Plan for Council, Joint Organisations must develop a Statement of Strategic Regional Priority. Under the auspices of the Mayors of the region, workshops have been held with new Councillors (28 November 2024), Executive Leadership Teams (31 October 2024) and the Board provided high level advice on priorities at the meeting in Oberon as follows. Staff will now pull together a program of work in support of this direction. Again, all feedback is welcomed.

80% of the JOs resources go to delivering operational support to Councils in helping with the financial sustainability challenge.

Priority One: Leveraging our reputation and strength in collaboration

- 1.1 Drive efficiencies and effectiveness saving Councils money
- 1.2 Build capacity and networks across our Councils and the Joint Organisation network
- 1.3 Work well with other peak agencies

1.4 Engage with State and Federal Governments to get better advocacy outcomes for the region.

Priority Two: Regional prosperity through better connected infrastructure and services

2.1 Initiatives for sustainable growth population-in the context of locational preference factors

2.2 Optimise land use and regional development planning and implementation

2.3 Advocacy and initiatives on skills and housing shortages

2.4 Infrastructure prioritisation through the CNSWJO Matrix

2.5 Leveraging the region's endowments and opportunities

a. Activation precincts including Parkes SAP

b. Pattern of settlement; livability, proximity to capital cities and ports – this region is a solution for growth outside Sydney

c. Agriculture focusing on value-add

d. Renewable energy generation

e. Mining

f. Visitor economy

2.6 Biosecurity

Priority Three: Better infrastructure and services in health and ageing

3.1 addressing the need for more palliative care in region

3.2 addressing the mental health challenge

3.3 identifying pathways through the challenging health frameworks to deliver better outcomes for regional communities

Priority Four: Telecommunications

Priority Five: Regional Transport Improvements

5.1 Multi-modal transport connectivity planning and implementation including road, rail and air passenger and freight

5.2 Optimal road funding framework including for natural disasters

5.3 High quality, efficient and safer road and rail networks

Priority Six: Regional Water Security and Productive Water

6.1 Regional water network planning and implementation including best practice skills development

6.2 Productive water

6.3 Leveraging the region's leadership in water utilities

6.4 Human critical need particularly urban water

Priority Seven: Climate change adaptation and mitigation

7.1 Transition to a sustainable, secure, just and affordable energy future

a. Energy efficiency and emissions reduction

b. Distributed energy resources

c. Circular economy and waste

d. Environment and biodiversity

7.2 Adapting to a warming climate

a. Disaster risk reduction, response and recovery

b. Betterment and prioritisation of resilient infrastructure

c. Leading practice in region and across NSW



AWARDS

Central NSW Joint Organisation proudly took home awards in 4 categories for Division D (for JO, ROCs and collaborations). These included:

- Water Management for the Regional Water Loss Management Hub Project
- Towards Net Zero Emissions for the 52 Shades of Green: CNSWJO Net Zero Accelerator Program
- Climate Change Adaptation for the Regional Resilience Program for Disaster Risk Reduction, and
- Innovation in Planning, Policies and Decision Making for Transitioning Local Water Utility Strategy Planning into the IP&R Framework.



Image: Meredith Macpherson and Brendan Gulney from NSW Water Directorate

Image: Kate Barker and Gillian Hinchcliffe from NSW DCEEW

CNSWJO was also the overall winner in the Water Management and the Towards Net Zero Emissions categories.



The UN Youth Summit

In line with direction from the Opt-in Advocacy Mayors, councils were asked to sponsor local school students to attend a United Nations (UN) Youth Summit in Bathurst on 26 March 2025. This sponsorship has different forms in different LGAs and council staff have been working closely with the Executive Officer in this regard. Promotion of this event was also recommended through a media release. A proforma report and media release were provided to members and are available on request.

UN Youth Australia is a youth-led organisation that brings young people, community and global leaders together to equip the next generation of young leaders with the skills and inspiration to create meaningful change. All activities are designed to prepare students to be informed, responsible, and engaged participants in their local and global communities.

They run a broad range of peer-to-peer interactive education programs that give young people a deep understanding of the social and political issues the world faces today. From Model United Nations debates, Workshops, and our Interactive Problem-Solving simulations, the programs foster ideas and innovation to support young people in solving global problems. For more information please go to About Us – UN Youth Australia

Charles Sturt University is hosting the Regional Youth Summit on Wednesday 26 March 2025 in Bathurst and the CNSWJO has committed up to \$5K to support catering and other costs.

Charles Sturt University Scholarship Program

Charles Sturt University has provided the 2024 report to CNSWJO on the progress and success of the medical scholarship program. The CNSWJO committed \$75,000 in the form of three \$25,000 scholarships paid to the students in instalments over the course of their study.

Feedback from the students has been very positive. This funding concludes at the end of this financial year and the Board will receive a report on the program's value in due course for consideration for inclusion in the SSRP.

Submissions

The following submissions have been lodged over the past quarter. All have been at the request of members and/or as part of supporting the advocacy policy of the Board. All previous submissions can be viewed on the CNSWJO website at Submissions

1. Central West Orana Strategic Regional Integrated Transport Plan – February 2025
2. Submission to the National Electricity Market (NEM) Review – Initial Consultation – February 2025
3. Submission to the Inquiry into the Impact of Renewable Energy Zones on Rural and Regional Communities in NSW – January 2025
4. Submission to the Discussion Paper on Review of Alternative Funding Models for Local Water Utilities – December 2024
5. Submission to the Independent Pricing and Regulatory Tribunal review of prices for the Water Administration Ministerial Corporation and WaterNSW – December 2024
6. Submission to the Inquiry into PFAS contamination in waterways and drinking water supplies – November 2024
7. Submission on the Councillor Conduct Framework Review – November 2024

NSW Regional Consultation Guidelines

In September 2024 the Regional Communities (Consultation Standards) Bill 2024 was passed. The object of this Bill is to provide that the consultation of regional communities by government bodies and agencies must be carried out in a proper and effective manner. The Bill calls for Guidelines to be developed. The Guidelines are based on advice from the International Association for Public Participation (IAP2) and have been informed by a Premier's Dept listening tour.

The draft Guide was provided for comment on 12 February with feedback sought until Monday 17 March via this web link: [Consultation with Regional Communities Guide](#).

CNSWJO will provide a response within existing policy calling for a fit-for-purpose approach and an accountability framework.

Value to Council

80% of CNSWJO resources are dedicated to providing its operational support program. For the 2023/2024 year this program delivered a return on investments of 9.3:1 for every dollar Council spends on its membership fees. This value is made up of grant income, monies saved through the CNSWJO procurement program and public relations value from its tourism marketing.

Noteworthy from this meeting is that the Board has created an Enduring Council Financial Sustainability Subcommittee to give consideration to forward programming of the JO to build on the work currently undertaken.


The work the region does in writing submissions, media, supporting projects and project teams, developing collateral and providing opportunities for members in various forums to represent their views is not included in the above figure of 9.3:1 ROI. However, this value is reported

quarterly to the Board. Please go to the CNSWJO website to review past Board agendas or to review last year's Annual Statement.


This value is delivered primarily by the various operational teams across the region including the CNSWJO:

- General Managers' Advisory Committee
- Water Utilities' Alliance
- Transport Technical Committee
- Tourism Managers Group
- Planners' Group
- Human Resources Managers Group
- WHS/Risk Management Group
- Training, Learning and Development Group
- Net Zero Group
- Regional IT Group
- Building Surveyors Skills Shortages Working Group
- Disaster Risk Reduction Steering Committee
- Fleet Managers Group (new!)
- Integrated Planning and Reporting Group (new!)


Please find following some highlights from the various operational support programs taken from a recent newsletter. For the full newsletter please go to CNSWJO Quarterly Newsletter - Edition 2 - February 2025.




The new Regional Chief Information Security Officer (CISO), Mr Jordan Weldenley commenced with the CNSWJO on 10 February. Jordan will work with member councils on their strategic approach to cyber|security.



The NSW Reconstruction Authority is leading the development of the regional Disaster Adaptation Plans (DAPs) for Central NSW, with CNSWJO supporting council consultations through DRF R2 funding




Modern Slavery is a focus for the JO's procurement team who is working with member councils to provide resources and support for annual reporting requirements and to ensure the products and services procured by councils are not the product of modern slavery.




CNSWJO has trialled a new fee-for-service procurement offering. A report will be provided to the Board at their February meeting seeking approval for the expansion of CNSWJO's procurement service to support member councils.


A Regional Procurement Working Group has also been established.



CNSWJO has recently taken on a student from the University of Sydney's Major Industry Project Placement Scheme (MIPPS) project. Austin Caie will ground-truth the DCCEEW Water Conservation Cost-Benefit Guidelines CBA model in the inland regional NSW context with the aim to come up with a more robust analysis of the value of a megalitre of town water

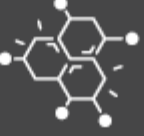


Councils currently have access to a tool called Planwisely which provides access to a wealth of spatial data from TfNSW and other state government agencies. Please reach out to Jen Webber for more info.




Did you know that the electricity that keeps the lights and aircon on in councils is procured collectively by CNSWJO across all member councils?

A new procurement process is underway for small market sites.




CNSWJO is closely monitoring the status of the PFAS situation and how it affects councils.

A submission was lodged to the *Inquiry into per and polyfluoroalkyl substances (PFAS) contamination in waterways and drinking water supplies*




The EV Drive Day held in Bathurst on 4-5 December was a huge success. Click on the following link to read the [Event Report](#).



Tourism highlight!

'The Golden Touch, a bank conversion in regional NSW deserves credit where its due' is a 1-page review of Sona Molong featured in 'Travel & Luxury', The Weekend Australian. The article also touched on other things to see, do and taste locally while on a stay at this new accommodation.

The Weekend Australian is a national newspaper insert with a reach of 677,000.



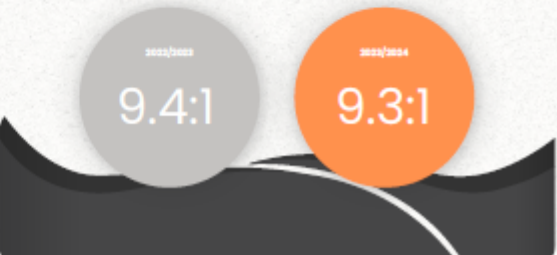
A New Councillor Welcome Event was hosted by CNSWJO in Orange in November 2024.

The purpose of the day was to welcome Councillors recently elected to the region by:

- providing demographic advice on the vital statistics of the region;
- introducing key regional peak agencies and their role especially in relation to councils;
- providing advice on the Joint Organisation; and
- seeking advice back from Councillors on what the Joint Organisation and peak agencies can do for them.

The event was attended by around 30 Councillors from across the region.

Return on Investment



Period	Return on Investment
2023/2024	9.4:1
2024/2025	9.3:1

ATTACHMENTS

1. Minutes - CNSWJO Board Meeting - 27 February 2025 [↓](#)
2. Draft CNSWJO Statement of Revenue and Budget 2025-2026 [↓](#)

Attachment 1: Minutes of the Board meeting 27 February 2025 held in Oberon

Board members In Attendance*

Cr R Taylor	Bathurst Regional Council	Cr S Ring	Lithgow City Council
Cr B Reynolds	Blayney Shire Council	Cr A McKibbin	Oberon Council
Cr K Beatty	Cabonne Council	Cr T Mileto	Orange City Council
Cr P Smith	Cowra Council	Cr N Westcott	Parkes Shire Council
Cr P Miller, OAM	Forbes Shire Council	Cr P Best	Weddin Shire Council
Cr J Medcalf, OAM	Lachlan Shire Council		

Associate Member delegates and others attending

Ms D Sherley	Bathurst Regional Council	Mr J Gordon	RDACW
Mr M Dicker	Blayney Shire Council	Ms K Annis-Brown	OLG
Mr M Christensen	Cabonne Council	Ms G Collins	Premier's Dept
Mr P Devery	Cowra Shire Council	Ms J Bennett	CNSWJO
Mr R Jane	Forbes Shire Council	Ms M Macpherson	CNSWJO
Mr G Tory	Lachlan Shire Council	Ms K Barker	CNSWJO
Mr R Gurney	Lithgow City Council	Ms C Griffin	CNSWJO
Mr G Wallace	Oberon Council	Ms J Webber	CNSWJO
Mr D Waddell	Orange City Council	Mr D Reynolds	LGNSW
Cr B Fry	CTWA		

*Voting members in **bold**

Meeting opened at 10.00 am, Chaired by Cr K Beatty

12. Acknowledgement of Country

13. Apologies

Cr C Coleman, Cr R Fagan, Mr S Loane OAM, Mr B Byrnes, Cr A Rawson, Mr C Harris, Mr K Boyd, Ms N Vu

Resolved Medcalf	Cr P Miller / Cr J
That the apologies for the Central NSW Joint Organisation Board meeting 27 February 2025 listed above be accepted.	

14. Conflicts of Interest

Resolved McKibbin	Cr R Taylor / Cr A
Cr B Fry re CSU	

15. Speakers

LGNSW President Phyllis Miller and Chief Executive David Reynolds
Workshop on the Statement of Strategic Regional Priorities and Federal Election Priorities

16. Minutes

6.a Noting of the Minutes of the CNSWJO GMAC Meeting held on 6 February 2025 in Bathurst

Resolved Mileto	Cr B Reynolds / Cr T
That the Minutes of the CNSWJO GMAC Meeting held 6 February 2025 in Bathurst were noted.	

6.b Confirmation the Minutes of the CNSWJO Board Meeting held on 13 November 2024 in Sydney

Resolved	Cr P Smith / Cr N
Westcott	
That the Minutes of the CNSWJO Board Meeting held 13 November 2024 in Sydney were accepted.	

8. Business Arising from the Minutes - Matters in Progress

Resolved	Cr J Medcalf / Cr P
Miller	
That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested.	

9a Financial Report

Resolved	Cr P Miller / Cr P
Smith	
That the Board note the Financial Report.	

9b Budget considerations 2025/2026: The Draft 2025/2026 CNSWJO Statement of Budget and Revenue

Resolved	Cr P Miller / Cr R
Taylor	
<p>The Board note the Statement of Budget and Revenue Report and;</p> <ol style="list-style-type: none"> 1. adopt the draft Statement of Budget and Revenue and will place it on exhibition for 30 days; 2. note that the budget for 2025/2026 includes a fee rise of 3.8% and a surplus for the year of \$923; and 3. will provide advice in the Mayoral Board report regarding the Statement of Budget and Revenue seeking member feedback. 	

9c Advocacy Report

Resolved	Cr J Medcalf / Cr B Reynolds
<p>The Board note the Advocacy Report and</p> <ol style="list-style-type: none"> 1. note the progress of the Portfolio Mayors and the Opt in Advocacy Subcommittee; 2. will join the Country Mayors Association at \$1,237.50; 3. adopt the Advocacy Plans for Regional Development, Water, Transport, Energy and Health; 4. note a grant application by Skillset to progress the findings of the Spare Capacity in Housing Project and a reserve of \$20,000 for a potential co-contribution has been progressed between meetings under the hand of the Chair; 5. renew the Terms of Reference for the Charles Sturt University Policy Lab under the hand of the Chair; 6. approve and signed the Memorandum of Understanding with Skillset; 7. endorse the following submissions that have been lodged: <ol style="list-style-type: none"> a. Submission to the National Electricity Market (NEM) Review – Initial Consultation – February 2025; b. Submission to the Inquiry into the Impact of Renewable Energy Zones on Rural and Regional Communities in NSW – January 2025; c. Submission to the Discussion Paper on Review of Alternative Funding Models for Local Water Utilities – December 2024; d. Submission to the Independent Pricing and Regulatory Tribunal review of prices for the Water Administration Ministerial Corporation and WaterNSW – December 2024; e. Submission to the Inquiry into PFAS contamination in waterways and drinking water supplies – November 2024; 8. note that policy on submission writing is under development with a view to reducing resourcing; 	

9. that the advocacy priorities leading into the Federal election be:
- a. Increase Financial Assistance Grants to at least 1% of Commonwealth tax revenue and add a one-time \$3 billion payment to address past underfunding.
 - b. Recognise Local Government in the Constitution.
 - c. Recognise Central NSW's strengths in agriculture, mining, renewable energy, and proximity to cities and ports with the "Made in Central NSW" initiative.
 - d. Provide support and compensation for regional communities during the energy and mining transition.
 - e. Empower regional communities to become more energy independent and resilient.
 - f. Ensure energy security for regional communities during the transition to renewable energy.
 - g. Improve road funding with a focus on betterment and resilience.
 - h. Develop a safe, reliable, and efficient transport network linking Central NSW to Sydney and beyond for both passengers and freight.
 - i. Create a strong multi-modal freight network.
 - j. Address health workforce shortages, exacerbated by housing shortages, with better collaboration between state and federal services.
 - k. Despite the various interventions and inquiries over decades, local government is still battling health and aged care workforce shortages, the more remote the greater the challenge;
 - l. Improve health services, as 94% of our communities prioritises this.
 - m. Leverage the region's water security work to develop a regional water supply pipeline grid in partnership with the NSW and Federal Governments.
 - n. Include Water Supply and Sewer Assets in State and Commonwealth Disaster Recovery Funding.
 - o. Ensure the Murray Darling Basin Plan considers the social and economic impacts on communities while meeting environmental targets, especially during droughts and natural disasters;
 - p. Review the Aboriginal and Torres Strait Islander Heritage Protection Act Section 10 process; and
10. that Cr R Taylor be the replacement for the Charles Sturt University Policy Lab Steering Committee.

9d Statement of Strategic Priority Review Progress Report

Resolved	Cr A McKibbin / Cr T Mileto
The Board note the Statement of Strategic Regional Priority (SSRP) Review Progress Report and;	
1. adopt the Terms of Reference for the Enduring Council Financial Sustainability Sub-Committee;	
2. adopt the SSRP Risk Management Plan; and	
3. adopt the Social and Environmental Scan for the SSRP.	

Advice from Prioritisation Workshop:

Priority One: Leveraging our reputation and strength in collaboration

- 1.1 Drive efficiencies and effectiveness saving Councils money
- 1.2 Build capacity and networks across our Councils and the Joint Organisation network
- 1.3 Work well with other peak agencies
- 1.4 Engage with State and Federal Governments to get better advocacy outcomes for the region.

Priority Two: Regional prosperity through better connected infrastructure and services

- 2.1 Initiatives for sustainable growth population-in the context of locational preference factors
- 2.2 Optimise land use and regional development planning and implementation

- 2.3 Advocacy and initiatives on skills and housing shortages
- 2.4 Infrastructure prioritisation through the CNSWJO Matrix
- 2.5 Leveraging the region's endowments and opportunities
 - a. Activation precincts including Parkes SAP
 - b. Pattern of settlement; livability, proximity to capital cities and ports – this region is a solution for growth outside Sydney
 - c. Agriculture focusing on value-add
 - d. Renewable energy generation
 - e. Mining
 - f. Visitor economy
- 2.6 Biosecurity

Priority Three: Better infrastructure and services in health and ageing with including

- 3.1 addressing the need for more palliative care in region
- 3.2 addressing the mental health challenge
- 3.3 identifying pathways through the challenging health frameworks to deliver better outcomes for regional communities

Priority Four: Telecommunications

Priority Five: Regional Transport Improvements

- 5.1 Multi-modal transport connectivity planning and implementation including road, rail and air passenger and freight
- 5.2 Optimal road funding framework including for natural disasters
- 5.3 High quality, efficient and safer road and rail networks

Priority Six: Regional Water Security and Productive Water

- 6.1 Regional water network planning and implementation including best practice skills development
- 6.2 Productive water
- 6.3 Leveraging the region's leadership in water utilities
- 6.4 Human critical need particularly urban water

Priority Seven: Climate change adaptation and mitigation

- 7.1 Transition to a sustainable, secure, just and affordable energy future
 - a. Energy efficiency and emissions reduction
 - b. Distributed energy resources
 - c. Circular economy and waste
 - d. Environment and biodiversity
- 7.2 Adapting to a warming climate
 - a. Disaster risk reduction, response and recovery
 - b. Betterment and prioritisation of resilient infrastructure
 - c. Leading practice in region and across NSW

9e Procurement Report

Resolved	Cr P Miller / Cr A McKibbin
The Board note the Procurement Report and;	
1. approve the expansion of the CNSWJO regional procurement service offering, which will provide member councils with a fee for service model to utilise if and when required; and	
2. approve the updates to the procurement plan.	

9f Regional Resilience Program

Resolved	Cr B Reynolds / Cr P Best
The Board note the Regional Resilience Program report and;	
<ol style="list-style-type: none"> 1. acknowledge the success of the disaster risk reduction program, recognised at the LGNSW Excellence in the Environment Awards in the climate change adaptation category; 2. note that the NSW Reconstruction Authority is leading the development of the regional Disaster Adaptation Plan, which verbal advice anticipates five years to complete; 3. acknowledge that funding negotiations for the Disaster Ready Fund Round 2 Integrated Preparedness project are ongoing and over a longer period than anticipated; and 4. note the proposed interim local Disaster Adaptation Plan solution; and 5. approve the application for Disaster Ready Fund Round 3 funding acknowledging that the Disaster Adaptation Plan solution mentioned above at No. 4 will be included in the submission. 	

9g Regional Transport Report

Resolved	Cr J Medcalf / Cr P Smith
The Board note the Transport Report and;	
<ol style="list-style-type: none"> 1. adopt the Integrity Testing Regional Report for the Fixing Country Bridges project noting that the Transport Technical Committee will take carriage of this moving forward; 2. note the inclusion of a regional freight strategy, mapping tool, and Matrix projects through the Disaster Ready Fund Round 3 grant application; 3. note that a submission to the Central West and Orana Strategic Regional Integrated Transport Plan will be lodged in line with advice provided in the Advocacy Plan; and 4. commend to members that they, and their communities, provide feedback into the Strategic Regional Integrated Transport Plan. 	

9h Regional Water Report

Resolved	Cr R Taylor / Cr P Smith
The Board note the Regional Water Report and;	
<ol style="list-style-type: none"> 1. acknowledge the recognition received at the LGNSW Excellence in the Environment Awards for both the Integrated Planning and Reporting Framework and the Water Loss Management Hub; 2. note the successful application for funding of \$500k from the Department of Climate Change Energy the Environment Water for a Central NSW Joint Organisation-led cross-JO approach to Water Loss Management; 3. note work through the University of Sydney Major Industry Project Placement Scheme to ground truth the State Government's water conservation cost-benefit guidelines for inland regional NSW; 4. note the Central NSW Joint Organisation representation on the Western NSW Local Water Utility Reform Council Reference Group; 5. invite Ms Kristanne Andersen, Director, Regional Water Strategies to speak to the Board on the Governance and Implementation of the Regional Water Strategies; 6. correspondence be sent to the NSW Minister for Water, expressing concerns about the lack of tangible solutions in the Lachlan Regional Water Strategy; and 7. continue to advocate to the Department of Climate Change Energy the Environment Water for: <ol style="list-style-type: none"> a. independent review or oversight of the Town Water Risk Reduction Program phase 2 and the Regulatory and Assurance Framework; and b. support for the formation of Stakeholder Advisory Panels to co-design with the Local Water Utility sector any solutions based on the NSW Productivity Commission's recommendations. 	

9i Regional Energy Program Report

Resolved	Cr P Miller / Cr A McKibbin
The Board note the Regional Energy Program Report and	

1. note the recognition of the CNSWJO net zero program received at the LGNSW Excellence in the Environment Awards by being the winner of Division D and the Overall Winner for the Towards Net Zero category;
2. endorse the JONZA Round 2 mid-term report;
3. endorse the final Regional Fleet Transition Strategy, noting the targets have been reduced in line with council feedback; and
4. endorse the EV Drive Day Event Report.

9j Quarterly Review of the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2022-2025

Resolved	Cr B Reynolds / Cr R Taylor
The Board note the Quarterly Review of the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2022-2025 and;	
<ol style="list-style-type: none"> 1. adopt the report from the Welcome Councillors Event November 2024 including the following recommendations: <ol style="list-style-type: none"> a. provide advice back to peak agencies included in this report; b. develop a CNSWJO induction report for incoming Councillors with advice drawn from the event; c. receive advice on resourcing of: <ol style="list-style-type: none"> i. an informal network of Councillors; and ii. specific support for Deputy Mayors; and d. include advice from this report in its deliberations on forward programming for the Statement of Strategic Regional Priority and advocacy; 2. adopt the Leading Practice in Regional Development Report co-authored by Regional Development Australia Central West (RDACW) and CNSWJO and seek support from RDACW in coordinating the structural arrangements needed to progress this initiative; 3. adopt the Terms of Reference for the Destination Marketing Subcommittee; 4. note the Board the High-Level Destination Marketing Plan for the region and seek advice from the Portfolio Mayors for Regional Prosperity on its recommendations; 5. note that a review of the medical scholarships through Charles Sturt University will inform the Statement of Strategic Regional Priority; and 6. update the CNSWJO Quarterly Risks Reporting in line with the Risk Management Plan adopted at this meeting. 	

9k RDA Central West Report

Resolved	Cr J Medcalf / Cr R Taylor
The Board note the Report provided by Regional Development Australia Central West.	

10. Updates from

Regional Development Australia Central West – Mr J Gordon

- Circular Economy conference in Sept 2025

The Premier's Department – Ms G Collins

- Emphasis on youth crime, housing, renewable energy transition.
- RLE planning – continue inter-Govt collaboration.
- SSRP workshop to align priorities with state agencies – April TBC
- Consultation Bill – acknowledge member council participation in the consultation. 42 stakeholders attended. Additional comments through YourSay link or direct to Ms Collins.

The Office of Local Government – Ms Katrina Annis-Brown

- Apprentices and trainees “Fresh Start” program – resources on OLG Council portal.
- Responsible pet ownership – resources available in portal. Feedback on discussion paper by 4 May.
- Roads Act review by TfNSW. Issues paper released. Survey open until 28 March. TfNSW website.
- Open Streets Program. TfNSW launched next round of funding in early Feb. 3 years’ funding available. Up to \$350k funding. Applications close 14 March.
- Women’s in LG scholarship – leadership program. Registrations of interest close 28 March.
- Social cohesion grant. \$50-150k grants. Applications close 28 March. Cr Fry asked if there was an opportunity to look at Social Media.

11. Late Reports

Nil.

12. Matters raised by Members

Blayney – high court appeal likely re ATSIHP Section 10 re Dungeon Road.
Oberon – CSU Engineering Cadets regional approach.

13. Speakers to the next meeting

Ms Kate Lorimer-Ward from Local Land Services
Mr Ash Albury from Energy Co
Ms Kristanne Andersen from Regional Water Strategies
Professor Joseph Drew, University of Newcastle – to invite to a meeting later in the year.

14. Dates for the next meeting

29 May in Orange
13 and 14 August in Canberra

Meeting closed at 12.58pm.

Page 7 is the last page of the Central NSW Joint Organisation Board meeting minutes of meeting of 27 February 2025 held in Oberon.



CENTRAL NSW
JOINT ORGANISATION

**Central NSW
Joint Organisation**

**Budget and Statement of Revenue Policy
2025-2026**

Draft for Public Comment

Contents

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Budget and Statement of Revenue Policy 2025-2026

The Central NSW Joint Organisation's revenue and accounting policies are kept in accordance with the Australian Accounting Standards Board. CNSWJO abides by the:

- *Local Government Act (1993)*
- *Local Government (General Regulation 2005)*
- *Local Government Code of Accounting Practice & Financial Reporting*

1. Financial Contributions by Member Councils

Financial contributions by member councils fall into two categories. Firstly, membership fees are levied from all member councils in order to perform the principal functions of delivering on strategic regional priorities, regional leadership and intergovernmental cooperation. The second category is for contributions from participating councils for a program of other functions enhancing strategic capacity and direct service delivery. Strategic work by the Joint Organisation will determine the nature of this program. [Strategic Planning - Central Joint Organisation \(nsw.gov.au\)](https://www.nsw.gov.au/strategic-planning)

As outlined in its Charter, the Central NSW Joint Organisation (CNSWJO) member councils must contribute financially based on the following methodology:

- a. The annual financial contribution required to be made by each member council is to consist of:
 - i. base fee of the same amount for each Member Council; and
 - ii. a capitation fee [based on the population number drawn from ABS census figures].
- b. The annual financial contribution required to be made by each associate member is to be based on a methodology adopted by the Board.
- c. The amount of the base fee, capitation fee and financial contribution by associate members for a financial year is to be determined prior to the start of that year by Resolution of the Board.

For 2025-2026, contributions from member councils of the Joint Organisation of \$1,000,345 has been determined with the following breakdown:

- Membership & Administration: \$384,044
- Membership of various programs: \$616,301
(Operational, CNSWJO Water Utilities Alliance, Tourism and Western Region Academy of Sport)

2. Fees & Charges

Under the Local Government Act 1993, the CNSWJO may charge and recover an approved fee for its services.

CNSWJO must consider the following when establishing approved fees:

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- The cost of provision of the service.
- Recommended prices suggested by outside bodies.
- The importance of the service.
- Legislation that regulates certain fees.
- Goods & Services Tax legislation.

3. Reserves

Restricted reserves, both internal and external, for the 2025/2026 year have been reviewed by three General Managers and the following heads of consideration have been observed:

- Ensuring a cash amount of 75% of Employee Leave Entitlements is internally reserved.
- A plant and equipment reserve considers the turnover of vehicles and office equipment including mobile phones on a 4 year cycle.
- Ensuring cash flow can be maintained through grant payment tardiness in a working capital reserve.
- Grant payments are reserved for their purpose.
- Any surplus from fees or projects for different programs are retained for their purpose.
- All other reserves determined by the Board are reviewed annually by the Board.

4. 2025-2026 Budget

	Budget 2025/2026
Income	
CNSWJO Membership Fees	384,044
CWUA Best Practice Program	346,013
CNSWJO Regional Tourism Group	127,249
CNSWJO Operational Membership	130,824
WRAS	12,215
	\$1,000,345
Grant funding - JONZA	\$167,648
Grant funding - Disaster Ready Fund 2	\$111,470
Grant funding - Water Loss Management Phase 2	\$50,000
	\$329,118
CWUA -Smart Approved Watermark	20,360
	\$20,360
HR - Regional Training Service Income	100,000
	\$100,000
Management Fees from Contracts	300,000
Management Fee from LGP	100,000
Procurement consulting to members	20,000
	\$420,000
Copyright Licence	20,000
Cyber Security (from members)	161,789
Vehicle Lease Back	16,000
Interest	20,000
	\$217,789
Total Income	\$2,087,611

Expenditure	
Executive Officer Costs inc vehicle	170,000
Director Regional Programs inc vehicle	88,000
Finance Manager	95,000
Project Officer - Procurement	130,000
Project Officer - Energy and Procurement (assume 3 days per week)	20,000
Project Officer - Operations	75,000
Project Officer - Water	0
Energy/Net Zero Programming	12,500
Cybersecurity Project	161,789
Project and Executive Support Officer	46,000
Productive Water and Advocacy Manager - JO costs	90,000
CWUA - Best Practice Program (inc staff)	346,013
CWUA - Smart Approved Watermark	20,360
Grant - Water Loss Management Round 2	50,000
Grant - JONZA (inc staff)	167,648
Grant - Disaster Ready Fund (inc staff)	111,470
Regional Resilience Program Manager - JO costs	120,000
CNSWJO Regional Tourism Group Marketing	127,249
Remuneration of the Chair	10,300
WRAS	12,215
HR - Training Service Costs	95,000
Regional Medical Student Scholarship	15,450
Advocacy	15,450
Accounting/Audit/Financial Services Support	29,870
Bank Fees and Sundry Costs	2,575
Computer Software/Licences	2,060
Mobile phones	5,500
Procurement Software	4,120
Copyright Licence	20,000
Depreciation (excl vehicles)	5,000
Internet Cloud	19,000
Legal	10,000
Operational Teams Costs	5,000
Printing/Stationery/Postage	1,030
Zoom Conferences	1,545
Website Hosting and Costs	1,545
Total Expenditure	\$2,086,688
Net Profit/Loss	\$923

4 GENERAL COMMITTEE RECOMMENDATIONS - MONDAY, 14 APRIL 2025

File Number: D25/671

Author: Alan Dalton, Director - Corporate Services

The Committee refers the following recommendations to Council:

DIRECTOR-CORPORATE SERVICES REPORT

4.1 2025 Seniors Festival in Cowra RECOMMENDATION

That Council note the Community Development Officer's report on the 2025 Seniors Festival in Cowra.

4.2 Section 355 Committee Draft Minutes - Cowra Breakout Association RECOMMENDATION

- 1. That Council note the draft Minutes of the Cowra Breakout Association Annual General Meeting held on 17 November 2024.**
- 2. That Council vary application of its Section 355 Committees policy so as to permit a total of 14 members, including Council's appointee.**
- 3. That Council appoint as office bearers of Cowra Breakout Association:**
 - **President – Mr Gordon Rolls**
 - **Vice President – Ms Kathy Ryan**
 - **Secretary/Treasurer – Mr Graham Apthorpe**
 - **International Liaison Officer – Mr Lawrance Ryan**
 - **Media and Publicity Officer – Ms Stassi Austin**
- 4. That Council appoint as Breakout Association Delegates:**
 - **Mr Nathan Flanagan**
 - **Ms Lusi Austin**
 - **Mr Paul Hancock**
 - **Ms Bernadetta Parasmio**
 - **Ms Philippa Childs**
 - **Mr Alan Alberry**
 - **Ms Tamatha Olbourne**
 - **Ms Lyndell Rolls**

4.3 Investments and Financial Report**RECOMMENDATION**

That Council note the Investments and Financial Report for March 2025.

4.4 Recrediting the Uncommitted s.356 Donations Budget**RECOMMENDATION**

That Council:

1. Note that United Way Australia has secured a renewal of NSW Government funding for continuing the Dolly Parton Imagination Library Program and therefore no longer requires the \$2,907 that Council reserved for the program costs of newborn registrants until June 2025.
2. Agree to recognise that the purpose of the previously committed \$2,907 has passed, and designate those funds as available for other uses as part of the remaining uncommitted s.356 budget.

4.5 Donation Request - Patrick Rowston**RECOMMENDATION**

1. That Council provide a donation of \$500 from the Section 356 expenses budget to assist Patrick Rowston in competing as a member of the NSW Athletics Team in the Australian Junior Athletics Championships to be held at Perth on 4-8 April 2025.
2. That Council congratulate Mr Rowston on winning gold and becoming the under 15 National Discus Champion.

4.6 Donation Request - Cowra Pistol Club Inc. - Construction Certificate Fee**RECOMMENDATION**

That Council provide a donation of \$1,709 from the s.356 budget, to Cowra Pistol Club towards the cost of the recently-issued Construction Certificate for new range works.

4.7 Donation Request - Woodstock Soldiers Memorial Hall, Centenary Ball**RECOMMENDATION**

That Council provide a donation of \$1,791 from the Section 356 expenses budget to Woodstock Soldiers Memorial Hall to assist with its Centenary

celebrations on 24 May 2025.

4.8 Donation Request - Cowra High School - Great Barrier Reef Excursion

RECOMMENDATION

That Council decline Cowra High School's request for a \$10,000 donation towards costs of the May 2025 Cairns Senior Geography Excursion to the Great Barrier Reef.

4.9 Donation Request - Ability Network - Planning & Construction Fees

RECOMMENDATION

That Council decline Ability Network's request for a \$33,748.52 donation as refund of fees paid to Council during the planning and construction of its new Cowra Facility.

DIRECTOR-ENVIRONMENTAL SERVICES REPORT

4.10 Proposed Minimum Lot Size for Complying Development applications in the R2 Low Density Zone in Cowra

RECOMMENDATION

1. That Council note the updated information on the recommended Minimum Lot Size (MLS) for dual occupancies for Complying Development in the R2 Low Density Residential zone that focuses on Ranken Street and surrounds.
2. That Council support the recommended figure of 4,000m² MLS for dual occupancies for Complying Development in the R2 Low Density Residential zone in Cowra LGA.
3. That Environmental Services confirm to NSW Department of Planning, Housing and Infrastructure Cowra Council's endorsed support of the proposed MLS of 4,000m² in the R2 Low Density Residential zone for dual occupancies for Complying Development.

4.11 Development Application No. 10.2025.9.1, Lot 1 Section 27 DP 759112, 1-23 Robinson Street Woodstock, primitive camping ground, lodged by Woodstock & District Progress Association. The property owner is Crown Lands.

RECOMMENDATION

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 five submissions were received which are addressed in this report; and
2. That Development Application No. 10.2025.9.1, for a primitive camping ground on Lot 1 Sec 27 DP 759112, 1-23 Robinson Street Woodstock 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 Rev A	Currajong 9/12/2024	Received 28 February 2025 DA 10.2025.9.1
Site Plan Sheet 02 Rev A	Currajong 9/12/2024	Received 28 February 2025 DA 10.2025.9.1
Dump-Ezy Pictorial View Rev F	Gough Plastics 5/07/11	Received 28 February 2025 DA 10.2025.9.1
Biosecurity Plan for the Woodstock Showground Primitive Campground Area	Woodstock & District Progress Association -	Received 19 March 2025 DA 10.2025.9.1
Statement of Environmental Effects Rev A	Currajong 20/02/2025	Received 28 February 2025 DA 10.2025.9.1

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 4, Division 2 of the Environmental Planning and Assessment Regulation 2021 (see attached Advisory Note).
3. The operation and management of the campground is to be in accordance with the approved Biosecurity Plan.

4. The Applicant is to create and maintain a Complaints Register that will be available for Council to view on request. Signage is to be installed near the site entrance advising the public that complaints associated with activities at the camping ground are to be reported to the Woodstock & District Progress Association. A phone number is to be provided.

CONDITIONS TO BE COMPLIED WITH PRIOR TO THE ISSUE OF A SECTION 68 APPROVAL FOR A PRIMITIVE CAMPING GROUND

5. Prior to the issue of a Section 68 Approval, the Applicant must submit to Cowra Shire Council an application to Install and Operate an On-Site Sewage Management System. The application must be accompanied by a report prepared by a suitably qualified professional including a geotechnical report to confirm that an On-Site Sewage Management System can operate in the proposed area.
6. Prior to the issue of a Section 68 Approval, the Applicant must demonstrate compliance with the relevant provisions of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021

CONDITIONS TO BE COMPLIED WITH PRIOR TO THE COMMENCEMENT OF WORKS

7. Prior to the commencement of works associated with the camping ground, the Applicant is to obtain all relevant approvals for the installation and operation of a primitive camping ground on the subject land. In this regard the applicant is to apply for an Approval under Section 68 of the Local Government Act 1993. The application must include all information required by the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021. The application must include a copy of an insurance policy that covers the construction work to satisfy the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021.
8. 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'.
9. Prior to the commencement of any works associated with this consent the applicant is to obtain written confirmation from Cowra Council that a Native Title Assessment has been completed and notified to the relevant bodies.
10. 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.

11. The Applicant is to obtain all relevant approvals to Install and Operate an On-Site Sewage Management System from Cowra Shire Council prior to commencing works to install the system and comply with any conditions of that approval. The works must be inspected by Council at the times specified below:

- a) Tank Installation: When the tank is installed and prior to backfilling.
- b) Absorption Trench: When void arching and stone void fill is in place prior to covering.

All work must be carried out by a licensed plumber or drainer and to the requirements of NSW Environment and Health Protection Guidelines, Plumbing Code of Australia and Australian Standard/ New Zealand Standard 1547:2012 On-Site Domestic Wastewater Management. The licensed plumber or drainer must notify Cowra Council at least 48 hours before each required inspection needs to be carried out.

CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION

12. 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.
13. 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*.
14. 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.
15. 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.
16. All plumbing work shall be carried out by a licensed plumber and drainer and to the requirements of the Plumbing Code of Australia. The licensed plumber or drainer must submit a Notice of Works form to Council prior

to the commencement of any plumbing and drainage works and a Certificate of Compliance at the completion of the works. The plumbing and drainage works must be inspected by Council at the time specified below:

- (a) **Internal Drainage:** When all internal drainage work is installed and prior to concealment. Pipes should be under water test.
- (b) **External Drainage:** When all external drainage work is installed and prior to concealment. Pipes should be under water test.
- (c) **Water Supply:** Hot and cold-water supply pipework, when the pipework is installed and prior to concealment. Pipes should be under pressure test.
- (d) **Stormwater:** When the stormwater and roof water drainage system has been completed.

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

17. The Applicant must not commence occupation or use of the primitive camping ground until a Certificate of Completion has been issued from the Principal Certifier appointed for the subject development.

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

5 GENERAL MANAGER

5.1 Draft Community Engagement Strategy

File Number: D25/664

Author: Paul Devery, General Manager

RECOMMENDATION

That the draft Community Engagement Strategy be placed on public exhibition for a period of at least 28 days.

INTRODUCTION

The purpose of this report is to seek Council's endorsement to place the draft *Community Engagement Strategy* on public exhibition for a period of at least 28 days.

BACKGROUND

Under Section 402A of the *NSW Local Government Act 1993*, councils are required to prepare and implement a Community Engagement Strategy that outlines how they will engage with the community in developing their plans, policies and programs. Council's current communications strategies were last reviewed in 2017.

Those councillors on the previous council will recall this draft was discussed on a few occasions, in 2023 and in the first half of 2024. The draft strategy is now presented with a recommendation it be placed on public exhibition for a period of at least 28 days to provide the community with an opportunity to review the document and provide feedback.

BUDGETARY IMPLICATIONS

Nil

ATTACHMENTS

- I. Draft Community Engagement Strategy as at April 2025 [↓](#)



Community Engagement Strategy





Acknowledgment

Cowra Shire Council acknowledges the traditional custodians of the land, the Wiradjuri people, and shows our respect to elders past, present and emerging.



Executive summary

All Councils are required to implement a Community Engagement Strategy under Section 402A of the Local Government Act 1993, which states - *The council must establish and implement a strategy (its "community engagement strategy"), based on social justice principles, for engagement with local community when developing the community strategic plan.*

Social justice is based on four interrelated principles of equity, rights, access and participation. The strategy must be reviewed within 3 months of the local government elections.

Our commitment

To ensure that the Cowra Shire community has the opportunity to actively contribute to a fulfilling, positive quality of life.

Our principles

- Respectful and act with integrity
- Clarity of purpose
- Accessible and inclusive
- Show the influence and impact of community input
- Timeliness
- Tailored
- Informed/ Educated
- Meet our legislative requirements
- Active and consistent learning

How we listen to the community

We see you at our facilities and events and we hear from you online, via emails, phone calls, letters, petitions and project proposals.

What is engagement

Community engagement is also called "public participation" and it is about involving the community in decision-making processes that impact them, and is at the very core of our democratic processes in local government.

Why we engage

Council's engage to ensure that we understand and comprehend the diversity of views across the Cowra Shire. As a result, we consider a wide range of options informed by community input and we deliver services that meet the expectations of as many people as possible.

How we engage

Council will adopt the IAP2 Public Participation framework as a methodology for determining the scope of engagement and how decisions are made. This guides us to engage depending on the scope or impact of the project to either inform, consult, involve, collaborate or empower the community in decision making.

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Our commitment

This Community Engagement Strategy sets out a whole of Council commitment to community engagement. Our commitment is that -

Cowra Shire Council will:

- Encourage everyone with an interest in the Shire to understand, be understood and learn from each other through a productive and inclusive exchange of views;
- Ensure that people receive information that is timely, free of bias and easy to access;
- Be transparent, strengthen relationships and build mutual respect through ongoing engagement activities;
- Be open to responses and respectful of differing points of view;
- Articulate our commitment and deliver it.

We aim to ensure that people are:

- Informed about issues and decisions that could affect their current or future way of life;
- Encouraged to share their views with Council;
- Able to raise issues and have their say in a way and at a time that suits them;
- Be involved in decision making processes if they wish to be;
- Confident their views and feedback have been considered;
- Able to get feedback on how their input has been reflected in Council decisions and actions.

Our principles

Cowra Shire Council's approach to community engagement is guided by the following principles:

- Integrity: our engagement will be genuine, meaningful and transparent;
- Clarity of purpose: we will be clear about the purpose of the engagement and how contributions will be considered;
- Accessible and Inclusive: our engagement will be accessible and balanced, capturing a range of values and perspectives by applying a variety of engagement methods that suit the purpose of engagement and the stakeholders involved;
- Respectful: we will act in an honest, open and respectful way to build strong relationships, partnerships and trust with our stakeholders;
- Timely: we engage early and provide enough time for stakeholders to provide input;
- Tailored: We actively seek to identify and engage with those likely to have an interest in the issues involved using appropriate methods;
- Informed: we utilise existing research and findings of other consultations that Council or other organisations have conducted;
- Learning from experience: we review and update Council's engagement techniques to learn and improve;
- Meeting legislative requirements: we will meet or exceed all statutory engagement requirements.



What is engagement?

Community engagement is about involving the community in decision-making, and is at the very core of our democratic processes in local government.

Through community engagement, Council aims to understand varied points of view, clarify community expectations, and build trust. Meaningful engagement allows Council to gather information which enhances decision making and service delivery. Engagement is more than the provision of information. It is an ongoing process which involves two-way communication, talking and listening, and shared decision making.

This Strategy references a continuum of community engagement, based on the *International Association for Public Participation (IAP2) spectrum*, - *inform, consult, involve, collaborate and empower*.

The IAP2 Spectrum of Public Participation

The IAP2 Public Participation framework is a methodology for determining the scope of engagement and level of influence the community has in decision making. The IAP2 Spectrum of Public Participation outlines a continuum of participation that may be appropriate, depending on the outcomes, time-frames, resources and levels of public concern in the decision to be made. At each participation level a different type of commitment is made to the community, which should be made clear and upheld.

By using the IAP2 framework to guide our engagement processes, Council recognises that there is a continuum of engagement that may be applied in different circumstances. For example, if a Council is not actively seeking community input because a decision has already been made, inform is the most appropriate engagement approach.

If, however, Council is seeking to gain further understanding of a matter, and community views, Council will consult or involve people. At the empowerment end of the spectrum, decisions are made by local people without Council involvement.

IAP2 Spectrum of Public Participation

IAP2's Spectrum of Public Participation was designed to assist with the selection of the level of participation that defines the public's role in any public participation process. The Spectrum is used internationally, and it is found in public participation plans around the world.

INCREASING IMPACT ON THE DECISION

PUBLIC PARTICIPATION GOAL		INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PROMISE TO THE PUBLIC		To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
		We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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Why we engage

Council knows that people living in the Cowra Shire value participation, having a voice and being involved.

Engaging with our communities helps us to:

- Make better decisions;
- Ensure our current services, projects and directions align with community priorities;
- Plan for future services, projects and directions by identifying and understanding what is important to our communities and their aspirations;
- Ensure that services best meet the needs of our diverse community including cultural, social and accessibility considerations;
- Encourage a range of voices to be heard;
- Identify shared values, benefits and outcomes and how Council and community can work together to realise our goals;
- Manage risks by understanding and anticipating issues before they escalate;
- Ensure legislative requirements are met.



Who we engage with

A vital component of undertaking community engagement includes identifying and understanding who are the key stakeholders who will be impacted by or who have an interest in a decision. Given the extensive scope of Council's work it is necessary that a range of views are heard. This will at times require engaging with communities outside of the LGA. The list of stakeholders is long and varied and by no means definitive. Stakeholders would be determined based on what Council is engaging on.



Our engagement methods and techniques

In developing project plans for any community engagement activity, our staff are guided by our methods and techniques that may be applied for varying levels of engagement.

Level of Engagement	Examples of Council methods and techniques	Decision maker
Inform To provide information to the community about a project, service, event, emergency or other matter.	* Council Noticeboard * Direct Mail/ Letterbox Drop * Council Customer Service Centre * Publications to promote Council specific events, programs, services and initiatives * Council website and social media * Council agendas and minutes * Media releases and traditional advertising * Council Newsletter digital	Council
Consult To seek an opinion or input to inform a decision.	* Public Exhibitions * Councillors in the Community * Ad-hoc surveys * Biennial Community Engagement Strategy	Council
Involve To engage with stakeholders to understand and consider their input and feedback.	* Community discussion groups/ focus groups * Project reference groups * Stakeholder forums	Council
Collaborate To work in partnership to come to a decision.	* Committees of Council * Advisory groups	Council and Community
Empower To give the decision-making role entirely to the stakeholders.	* Polls or referendums * Local government elections	Community

How We Listen

Our engagement methods and techniques

Council's biennial Community Satisfaction Survey Community Survey has revealed the variety of methods we need to employ to effectively engage with our community.

Pamphlet/letterbox drop remains the clearly preferred method of receiving information from council with email and social media other mediums supported.

By applying our principles to individual community engagement plans, we will ensure that key stakeholders are identified for the particular issue, service or project involved and that we tailor our techniques and methods appropriately.

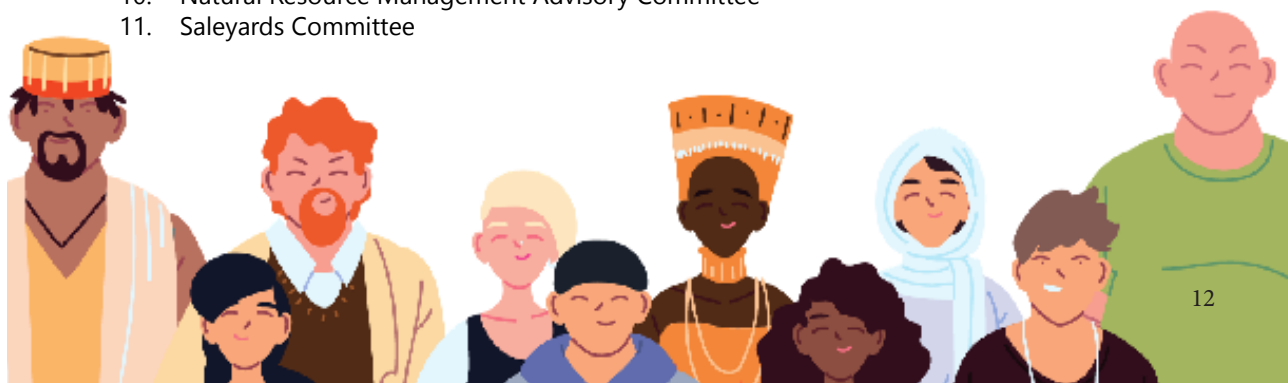
First Nations Community

We acknowledge that fostering a culture of trust, respect and cultural awareness is key to effective engagement with First Nations communities. First Nations people make up 8% of the Cowra Shire community however are often underrepresented in community consultation. Council will make a concerted effort to ensure Aboriginal peoples voices are heard in community engagement.

Advisory Committees

Committees of Council provide an important opportunity for people with skills, knowledge and experience to engage in Council decision making processes. Committees of Council will be utilised to enhance community engagement with specific stakeholder groups. Council has a number of formal committees, established under section 355 of the Local Government Act, 1993, including but not restricted to:

1. Access Committee
2. Australian Chapter of World Peace Bell Association
3. CBD Committee
4. Civic Centre Reference Group
5. Cowra Breakout Association
6. Cowra Public Art Advisory Panel
7. Cowra Regional Art Gallery Advisory Committee
8. Cowra Sport & Recreational Council
9. Cowra Youth Council
10. Natural Resource Management Advisory Committee
11. Saleyards Committee



Engagement Method	How to contact Council	What happens next?
In-Person	Visit our customer service centre in Cowra from 9am-4:30pm from Mon - Fri.	All enquiries taken at the front desk are centrally logged in our Customer Request Management (CRM) system then sent to the appropriate section for action.
Petitions	Anyone can submit a petition to Council for consideration. Petitions immediately demonstrate a level of interest from the community on a specific topic.	A petition with 100 or more signatures will be submitted to a Council meeting for consideration by councillors.
Public Forums and Presentations	There are two ways you can seek to address the Council: 1. A request to speak at a Public Forum about a matter that has been included in the Agenda for a Council or Committee meeting; 2. A request to make a Presentation to the Councillors about activities or items of community interest.	Once you have presented in either a Public Forum or as a presentation to the Council, the Council may then either make a notice of motion or a recommendation to Council staff to act on the resolution.
Letters and Emails	All letters and emails sent to Council are documented and then forwarded to the appropriate officer for action. You can write to Cowra Shire Council at Private Bag 342, Cowra NSW 2794 or email: council@cowra.nsw.gov.au	Once written correspondence has been received it is allocated to a Council officer or area with a time-frame set for response.
Phone Calls	Ring 02 6340 2000 for Council Customer Service which is open from 9am-4:30pm (Mon - Fri).	All phone calls are centrally logged while emails are catalogued using our CRM system and then sent to the appropriate section or officer for action.

How we use feedback

The Council decision making process

Cowra Shire Council is governed by nine elected Councillors. Councillors are elected to represent the interests of all ratepayers and residents. Our elected Council will ensure it effectively represents the diverse views of the Cowra Shire community by adopting the principles of this strategy.

The Local Government Act 1993 defines the following roles and responsibilities of Council, in relation to community engagement, to include:

- Councillors represent the collective interests of residents, ratepayers and the local community; and facilitate communication with the community and the governing body;
- The elected Council provides leadership and establishes policy and strategic direction for the organisation and the future of the Shire. The Council consults regularly with community organisations and other key stakeholders, and keeps them informed of its decisions;
- The Mayor as leader of the Council and as a community leader, promotes partnerships with key stakeholders, and together with the General Manager ensures adequate opportunities and mechanisms for engagement between the Council and the local community;
- The General Manager advises the Mayor and Council on appropriate forms of community engagement in different situations, and prepares a Community Engagement Strategy and operationalises that strategy.

Where an engagement activity is referenced in a report to the elected Council, this report will include:

- What consultation activities were undertaken;
- The number of people and organisations who participated;
- The feedback received;
- Online (website and social media) statistics and feedback.

To support informed decision making, the elected Council's role is to consider the issues and points of view raised by the community during the engagement process.

Reporting back on outcomes - closing the loop

Following a planned consultation process, the outcomes will be reported to the elected Council.

Where submissions have been received from members of the community as part of a consultation process, these submissions will be responded to with advice on the outcome of their submission. When a focus group or a community advisory group is formed by Council as part of an engagement process, feedback on the decision will be presented back to the group.

Monitoring and evaluation

Council will evaluate our engagement activities in five key areas:

- Process: how well the engagement was designed and implemented?
- Appropriateness: was the engagement appropriate and how well did the public and stakeholders accept the process?
- Techniques: were the techniques used of value to the project, did some techniques work better than others?
- Reach: were the people we reached representative of those affected by the decision?
- Outcomes: were the intended outcomes of the engagement process achieved?

Learnings from the evaluations will be used to inform future engagement activities, and to update any future Community Engagement Plans.



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6 DIRECTOR-CORPORATE SERVICES

6.1 Cowra Library Operating Hours

File Number: D25/I29

Author: Alan Dalton, Director - Corporate Services

RECOMMENDATION

That Council:

1. **Note Central West Libraries' Cowra Library Extended Opening Hours Evaluation – April 2025 and recommendation that the library revert to its standard opening hours.**
2. **Note that the Central West Libraries' report includes that:**
 - (a) **Attendance data reports little patronage during the trialled hours.**
 - (b) **Average staffing costs per visit during the additional opening hours were considerably higher than those for regular hours.**
 - (c) **While promoting the trial did not generate meaningful patronage during the target hours, wider awareness of the library was heightened resulting in greater attendance at regular programmed activities.**
3. **Agree to retain regular library opening hours, without amendment, and that Cowra Library continue to be promoted to the community at a less intensive but sustainable level.**

INTRODUCTION

Following an initial trial of extended library hours over September to November 2024, a second trial over 6 January to 5 April 2025 has now concluded. Attendance during the additional hours was insufficient to recommend that Council permanently expand the library's operating times.

A Central West Libraries report on the trial's performance is attached and recommends against permanently adopting additional opening hours.

BACKGROUND

In June 2024, Council resolved to trial extended library opening hours over three months so as to gauge the value in increasing patronage. Following concerns about the adequacy of promotions Council commissioned an additional trial, which concluded on 5 April 2025.

Promotions of the most recent trial were extensive and used multiple channels including:

- repeated messaging via social media and Mayoral radio interviews;
- direct emails to community leaders, schools and child care centres;
- notices on Council, Central West Libraries and Cowra Tourism websites; and
- poster placements.

Notwithstanding this extensive approach to promotions, patronage data was comparable to the 2024 trial and not indicative of success.

The library did, however, observe increased attendance at weekday morning activities for emerging readers (e.g. Baby Rhyme Time). This increase in attendance for programmed activities suggests a level of hidden community demand for library services during 'regular' hours, which was unlocked by promoting the library and its temporary additional opening hours.

While it would be unreasonable to continue with intensive communications over the longer term, the library could act to maintain a more sustainable level of promotion so as to ensure a general community awareness of the library and its services.

BUDGETARY IMPLICATIONS

Nil.

Should Council choose to retain the additional opening hours, a library budget increase of \$22,649.90 would be required (refer 'costings' section of the Central West Libraries report).

ATTACHMENTS

- I. Central West Libraries - Cowra Library Extended Opening Hours Evaluation – April 2025 [↓](#)

Cowra Library**Extended Opening Hours Evaluation – April 2025****EXECUTIVE SUMMARY**

This report reviews the Cowra Library's extended opening hours trial that ran from September 24 to 5 April 2025 (excluding January 2025). Level and purpose of visits are summarised. Cost of the additional hours are also examined.

The recommendation to Council is that Cowra Library continue with the hours of opening:

- Monday – Friday 9.30am - 5pm
- Saturday 9.30am - Noon

PROMOTION OF THE TRIAL

Since the extension of the trial from February 2025, both Council and Central Western Libraries have undertaken the following promotions.

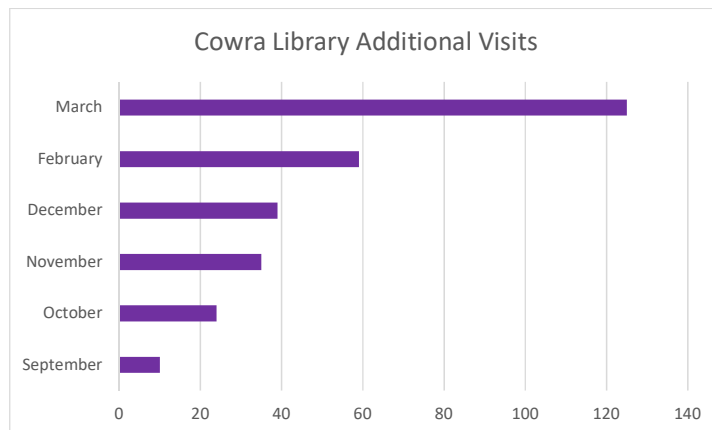
Action	Instances
Media release	1
Council website - on home page	1
Emails to schools	6
Central West Libraries website - opening hours adjusted	1
Council foyer poster placements	2
Library poster placements	2
Library hours notice at entrance	1
Civic Centre poster placements	3
Emails to sporting clubs*	--
Council Community Noticeboard	
- Council website	5
- Facebook posts	5
- Instagram posts	5
- Newspaper placements	5
Mayoral radio interview mentions	7

* includes poster file

*Post on the 25/03/25, 28/03/25, 2/4/25 explaining last few days of trial.

Action	Instances
Newspaper articles - Guardian	1
Newspaper articles - Phoenix	1
Emails to community leaders*	20
Google search - opening hours adjusted	1
Specific Facebook posts	7
Specific Instagram posts	7
Supermarket poster placements	2
Community poster placements	1
Emails to child care centres*	5
Cowra Tourism	
- Website 'what's on'	EVERYDAY
- Electronic information board	1
- Facebook post	1
- Instagram post	1
Cowra Phoenix 'What's on' mentions	8

These promotions have paid dividends with an increase in the use of the library during the normal hours when comparing the February and March numbers to September to December.



QUALITATIVE EVALUATION

There are three qualitative reasons to extend library hours:

- Ensure the opening hours allow working people to use the library
- To give the community more access to onsite resources for which they have paid
- To meet the State Library guidelines

The library's opening hours meet the first criterion with Saturday mornings. Cowra Library's 40 hours per week are just under the State Library NSW guidelines¹ of 42 hours per week. (See the Living Learning Libraries guidelines at the end of the report.) The extended hours trial has tested the demand for additional library opening hours.

PURPOSE OF VISIT

The January - April log kept by staff of the 'purpose of visit' shows that computer use is the major reason for people to use the extended hours. One regular customer using the PCs logged 33 of the 65 PC sessions and usually entered the library in the morning and didn't leave until closing time. The other visitors in the extended hours browsed the collections, returned books and used the library for the other activities identified in the table below.

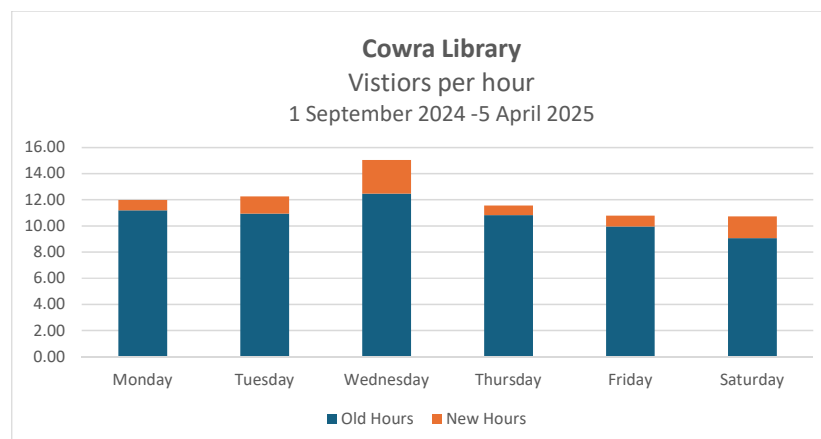
	Jan	Feb	March	April 1-5	Total
PC/Wifi	12	20	31	2	65
Browsing/Borrowing	7	20	10	4	41
Author Talk			40		40
Return books	6	17	8	2	33
Other	2	6	14		22
Printing/Photocopying	5	7	8	1	21
Collect Reservations	7	2	6		15
Toilet	8	1	2		11
Local History		1			1
Total	47	74	79	9	249

The Cowra Library has an afterhours return chute and a 24/7 book locker for pick up of reservations. This means that 19.3% of extended hours use could have been conducted without the library being open. It also clearly shows that library customers prefer human interaction when it is an option.

QUANTITATIVE ANALYSIS

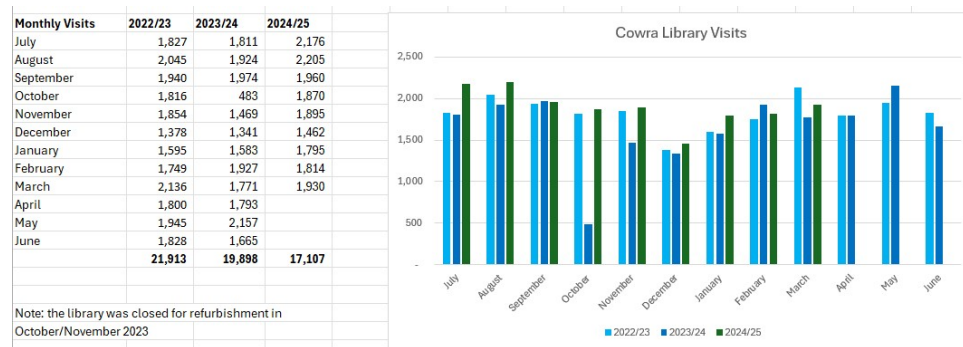
Number of visitors

The graph below shows visitors per hour for both the former and extended library opening hours, split across the opening days.



The increase in the Wednesday after hours visitors is due to an author talk that started at 5pm on the 12th of March, which had 40 people attend. Without that event, the Saturday extended hours were the best utilised, at 1.65 visits per extended hour. None of the extended hours approached the normal use levels of 10.75 visits per hour.

The trial and promotion also contributed to increasing the overall number of visitors when compared to the same period in the previous year.



Comparison can be made with NSW public libraries from towns with similar populations using the [Public Library Statistics 2023-24](#). The table below also includes data individually gathered from libraries that are part of regional library services, which aren't reported separately in the State Library statistics.

	Population	Hours open per week	Visitors per annum 23/24	Visitors per hour 23/24	
Cabonne	13,880	43	9,191	5.31	3 libraries
Cootamundra	11,424	42.5	46,509	21.46	
Gundagi		35	13,046	7.31	
Cowra	12,690	40	19,898	9.75	
Federation	12,939	65.75	26,496	7.90	3 Libraries
Forbes	9,300	34	16,989	9.80	
Gunnedah	13,280	43	64,738	30.11	
Leeton	11,431	40.5	22,060	10.68	
Parkes	14,256	42.5	43,761	20.59	
Snowy Monaro	22,132	79	73,119	18.15	
Upper Hunter	14,338	91	42,547	9.17	5 Libraries

Note: Cabonne's Molong Library was closed for five months during this time frame.

Costing

The cost of the additional opening hours versus the level of use should also be considered.

Below is a costing adding casual staff to cover the extra five week day hours per week.

Cowra Additional Staffing costs ongoing				
	Add hours	Cost per hour		
Saturdays	4.5	\$	45.85	\$ 206.33
Mon - Fri	5	\$	45.85	\$ 229.25
Cost per week			\$	435.58
Cost per year				\$22,649.90
Cost per additional visit		\$	22.46	Based on 47 extra visits per month

For comparison the Cowra Library salary budget allocation for 23/24 was \$97,020, which with oncosts (30%) divided by the number of visits (19,878) is \$6.33 per visit.

SUMMARY

Comparing visitors per hour of 10.75 versus 1.32 confirms that a small segment of the community made use of the extended hours. The cost per visit of \$6.33 vs. \$22.46 for the extended hours also needs consideration.

It becomes an economic decision for Council. Is five lunch hours and 2.5 hours on Saturdays enough opportunity for people working full time to use the library's physical resources? Is the cost of \$22,649.90 justified to benefit 35 people per month?

Central West Libraries' view is that the number of additional visits is insufficient to justify permanently extending the opening hours of the library at an annual cost of \$22,649.90.

RECOMMENDATION

That Cowra Library continue with the hours of opening:

- Monday – Friday 9.30am - 5pm
- Saturday 9.30am - Noon

1. Living Learning Library Guidelines (7th edition, 2024)

S3. Tier One library opening hours

Formerly known as a 'central' library. A Tier One library is a major service point where the public have direct access to a full range of library services and facilities. Tier One libraries are operated by permanent paid library staff.

Population	Hours per week
<10,000	30
10,000 – 20,000	42
20,000 – 50,000	48
50,000 – 100,000	53
100,000+	62

Measurement parameters

A Tier One library is a major service point where the public have direct access to a full range of library services and facilities.

Tier One libraries are operated by permanent paid library staff.

Tier One libraries can be any one of the following:

- a single site library service point in an LGA
- the operational centre and /or a major service point of a multiple site library service in an LGA
- one of several major service points in a large LGA
- a member of a regional library and the only service point in its LGA, or the major service point in its LGA.

'Population' is the population of the area/local government area served by the library; data is sourced from the ABS.

6.2 Release of Closed Decisions

File Number: D25/543

Author: Alan Dalton, Director - Corporate Services

RECOMMENDATION

That Council note the release of the resolutions made in Closed Council at the Ordinary Council Meeting held on 24 March 2025:

Request for Water Account Adjustment - Assessment Number 55

RESOLUTION 63/25

That Council:

- **Retain its decision of 28 October 2024 to a credit adjustment to the value of \$3,866.33 to water account Assessment Number 55, to write off outstanding charges to February 2024.**
- **Resolve that the Mayor shall seek the assistance of the Member for Cootamundra in requesting the NSW Government to meet all other current and future water and sewer charges under Assessment Number 55.**

Request for Tender I/2025 - Provision of Cleaning Services (Council Facilities)

RESOLUTION 64/25

That Council:

- 1. Accept the schedule of rates from JK Property Maintenance Services Pty Ltd for RFT I/2025 Provision of Cleaning Services (Council Facilities); and**
- 2. Authorise the General Manager to execute any documentation required to award Contract I/2025 Provision of Cleaning Services (Council Facilities).**

INTRODUCTION

The above decisions were made at the Council Meeting on 24 March 2025 and have now been released by the Chair.

BUDGETARY IMPLICATIONS

Nil

ATTACHMENTS

Nil

7 DIRECTOR-INFRASTRUCTURE & OPERATIONS

7.1 Section 355 Committee Minutes - Saleyards Committee

File Number: D25/577

Author: Dirk Wymer, Director-Infrastructure & Operations

RECOMMENDATION

- 1. That the minutes of the Saleyards Committee meeting held on 16 December 2024 be noted.**
 - 2. That the minutes of the Saleyards Annual General Meeting held on 16 December 2024 be noted.**
 - 3. That the minutes of the Saleyards Committee meeting held on 27 March 2025 be noted.**
 - 4. That Council appoint the following persons to the Saleyards Committee:**
 - **John Sullivan**
 - **Craige Oliver**
 - **Luke Pye**
 - **Bill West**
 - **Brett Treasure**
 - 5. That Council provide the Saleyards Committee with an estimate the impact would have on the budget if the re-transporting fee was removed from the revenue policy.**
-

INTRODUCTION

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

BACKGROUND

Attached for the information of Councillors are the Minutes from the recent Section 355 Committee meeting.

BUDGETARY IMPLICATIONS

N/A

ATTACHMENTS

- 1. Minutes of the Saleyards Committee meeting held on 16 December 2024** [↓](#)
- 2. Minutes of the Saleyards AGM held on 16 December 2024** [↓](#)

3. Draft Minutes of the Saleyards Committee meeting held on 27 March 2025 [↓](#)



MINUTES

Saleyards Committee Meeting Monday, 16 December 2024

SALEYARDS COMMITTEE MEETING MINUTES**16 DECEMBER 2024****Order Of Business**

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3.4	Manual Update and Stakeholder Engagement.....	4
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SALEYARDS COMMITTEE MEETING MINUTES**16 DECEMBER 2024**

**MINUTES OF COWRA COUNCIL
SALEYARDS COMMITTEE MEETING HELD AT THE COMMITTEE ROOM 1, 116
KENDAL STREET, COWRA
ON MONDAY, 16 DECEMBER 2024 AT 8AM**

PRESENT: Cr Peter Wright (Chairperson), Cr Paul Smith (Mayor), Mr John Sullivan, Mr Patrick Waters, Mr Damien Stephenson, Mr Craige Oliver, Mr Paul Breen, Mr Daniel Wright, Mr Luke Pye, Mr Rory Brien, Mr Andrew Wilson

IN ATTENDANCE: Ms Philippa Childs (Manager – Cowra Services), Elizabeth Bryce (Supervisor Airport, Cemeteries and Saleyards)

1 APOLOGIES

Mr Brett Treasure, Mr Bill West

2 CONFIRMATION OF MINUTES**COMMITTEE RESOLUTION**

Moved: Mr John Sullivan

Seconded: Mr Andrew Wilson

That the minutes of Saleyards Committee Meeting held on 22 August 2024 be confirmed.

CARRIED

3 REPORTS OF COUNCIL OFFICERS**3.1 Stock Figures Update**

The sale figures were noted by the Committee. Numbers are indicating a slight improvement, especially mutton numbers. Data shows that results are just as good as anywhere else.

It was raised that other yards have roads legal for larger trucks and that this is a restriction at Cowra. Cr Smith to liaise with Transport for NSW regarding access for heavy vehicles.

3.2 Cowra Saleyards 2024-2025 Financial Figures Update

Financial figures updated were noted by the Committee.

3.3 eID Update

There is still a requirement to obtain android devices to connect Allflex and AgriNous. The agents would like some guidance on what device to purchase or for Council to further investigate purchase.

An agent representative will meet with Council Saleyards staff and an IT representative to

Page 3

SALEYARDS COMMITTEE MEETING MINUTES**16 DECEMBER 2024**

determine a way forward with the android devices.

Agents would like to encourage clients to better observe the curfew. The curfew would like to be enforced to 10am instead of one hour prior to sale. A suggestion was a reminder to be sent out by agents to their vendors when sending any standard communications. Council will publish a social media post and put an advertisement in the Council Noticeboard.

3.4 Manual Update and Stakeholder Engagement

Next year Council staff will begin consultation with all stakeholders to contribute to the Saleyards Manual update. The draft document will then be distributed to the Agents Association and the Saleyards Committee for review.

4 GENERAL BUSINESS**4.1 Water Pressure at Truckwash**

It was reported that there is fluctuating water pressure at the truckwash. Council staff will notify Council water department of the issue to investigate.

4.2 Saleyards Showers

The saleyards showers are cleaned by Council staff however uncontrolled use by the public can make it difficult to maintain. The Committee would like Saleyards staff to investigate the possibility of installing an Avdata system on the amenities.

4.3 Saleyards Facebook Page

Saleyards staff will work with Council's media officer to update the Council Saleyards Facebook page more regularly.

4.4 eID Implementation

There are a few concerns about the eID implementation including that it may reduce stock numbers. There will be changes to the revenue policy including a price for emergency tags. This will be tabled at the next meeting.

SALEYARDS COMMITTEE MEETING MINUTES**16 DECEMBER 2024****5 NEXT MEETING DATE**

The next meeting will be held on 6 February 2025.

6 MEETING CLOSE

The Meeting closed at 9.14am.

.....
CHAIRPERSON



MINUTES

Annual General Meeting Saleyards Committee

Monday, 16 December 2024

**ANNUAL GENERAL MEETING SALEYARDS COMMITTEE 16 DECEMBER 2024
MINUTES**

Order Of Business

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- 2 Reports of Council Officers3**
 - 2.1 Election of Saleyards Committee Members and Chairperson for 2025 3
- 3 Meeting Close.....3**

**ANNUAL GENERAL MEETING SALEYARDS COMMITTEE 16 DECEMBER 2024
MINUTES**

**MINUTES OF COWRA COUNCIL
ANNUAL GENERAL MEETING SALEYARDS COMMITTEE HELD 116 KENDAL
STREET, COWRA
ON MONDAY, 16 DECEMBER 2024 AT 8AM**

PRESENT: Cr Peter Wright, Cr Paul Smith (Mayor), Mr John Sullivan, Mr Patrick Waters, Mr Damien Stephenson, Mr Craige Oliver, Mr Paul Breen, Mr Daniel Wright, Mr Luke Pye, Mr Rory Brien, Mr Andrew Wilson

IN ATTENDANCE: Ms Philippa Childs (Manager – Cowra Services), Elizabeth Bryce (Supervisor Airport, Cemeteries and Saleyards)

1 APOLOGIES

Mr Brett Treasure, Mr Bill West

2 REPORTS OF COUNCIL OFFICERS

2.1 Election of Saleyards Committee Members and Chairperson for 2025

COMMITTEE RESOLUTION

That the nominations received from the following be submitted to Council for appointment to the 2025 Cowra Saleyards Committee:

Mr John Sullivan, Mr Craige, Oliver, Mr Luke Pye (Transport), Mr Bill West (farmer), Mr Brett Treasure (farmer)

CARRIED

Cr Peter Wright was nominated and accepted the position of Chairperson.

3 MEETING CLOSE

The Meeting closed at 8.15am.

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CHAIRPERSON

DRAFT



MINUTES

Saleyards Committee Meeting
Thursday, 27 March 2025

SALEYARDS COMMITTEE MEETING MINUTES**27 MARCH 2025****Order Of Business**

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4.5	Saleyards Manual Update.....	5
4.6	NLIS Update, NVDs and LLS Input.....	5
5	General Business.....	5
5.1	Saleyards Promotion.....	5
5.2	Transporting of Stock	5
5.3	Wall of Remembrance	6
5.4	B-Double Access on Darbys Falls Road.....	6
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SALEYARDS COMMITTEE MEETING MINUTES**27 MARCH 2025**

**MINUTES OF COWRA COUNCIL
SALEYARDS COMMITTEE MEETING HELD AT THE COUNCIL
ADMINISTRATION BUILDING, 116 KENDAL STREET, COWRA
ON THURSDAY, 27 MARCH 2025 AT 8.00AM**

PRESENT: Cr Peter Wright (Chairperson), Cr Paul Smith (Mayor), Mr Craige Oliver, Mr Patrick Waters (Agent's Representative), Mr John Sullivan, Mr Damien Stephenson, Mr Andrew Wilson, Mr Bill West, Mr Darcy Howard, Mr Daniel Wright

IN ATTENDANCE: Ms Philippa Childs (Manager – Cowra Services), Mr Rod Hayes (Acting Manager – Cowra Services), Ms Elizabeth Bryce (Supervisor – Airport, Cemeteries and Saleyard)

1 APOLOGIES

Mr Brett Treasure

2 CONFIRMATION OF MINUTES**COMMITTEE RESOLUTION**

Moved: John Sullivan

Seconded: Andrew Wilson

That the minutes of Saleyards Committee Meeting held on 16 December 2024 be confirmed.

CARRIED

3 MATTERS ARISING FROM PREVIOUS MINUTES

The Committee enquired if the issues with water pressure at the truck wash had been resolved. The Committee was advised that Council staff approached Thompsons Transport for more information and had been informed that the water pressure was not an issue. The Committee was advised that if more specific information became available then the issue would be investigated.

4 REPORTS OF COUNCIL OFFICERS**4.1 Stock Figures Update**

Figures are tracking slightly behind from where they were last year. This is likely a reflection of the season. Verbal reports from buyers indicate that the cents per kg price at Cowra is better with a larger percentage of finished lambs. There was also comparisons completed in previous years to demonstrate the Cowra average cents per kg price in comparison to the state average. This needs to be promoted.

SALEYARDS COMMITTEE MEETING MINUTES27 MARCH 2025

4.2 Cowra Saleyards 2024-2025 Financial Figures Update

The Committee enquired how the \$7,239 marketing expenses had been spent. The Committee was informed that this was predominately for the MLA weekly market report but also for any marketing for example the Saleyards Guide and the Farmer magazine.

The Committee noted the positive revenue stream from the truckwash. The Committee requested that Council produce a business case for an expanded truck wash including a dump point. This business case would be used for future grant funding or Council budget allocations.

The Committee notes the spend of \$1,904 on noxious weed control. A suggestion was put forward that any if any uncommon weeds turn up at the facility if they could be put on display at a sale to increase awareness.

The Committee was informed of proposed removal of the re-transporting fee from the revenue policy due to the fact that it could not be accurately charged. The Committee requested that Council provide an estimate of the impact this would have on the budget.

COMMITTEE RESOLUTION

Moved: Craig Oliver

Seconded: Patrick Waters

The Council provide the Committee with an estimate the impact would have on the budget if the re-transporting fee was removed from the revenue policy.

CARRIED

4.3 Animal Welfare

The Committee was informed of a request from Local Lands Service that an Animal Welfare Officer be allocated to the saleyards to carry out animal welfare checks prior to each sale. The Committee discussed that to some extent this is already happening with saleyards staff trained in animal welfare, checking stock both at the sale and on a daily basis. Saleyards staff ensure that any animal welfare issues identified are raised with agents. There may be a need to formalise the process however any implemented procedure and documentation requirement needs to be of a reasonable workload and practical.

4.4 eID Transition

The Committee discussed progress with the eID transition and noted the following:

- The frequency of readers are still not accurate with initial problems with tags being read outside of the drafts and after re-programmed by DPI they are not missing tags. DPI have indicated that they will continue to make changes to the readers until the precision is refined.
- The Committee were reminded that it was essential emergency tags are used for animals missing tags. Plain tags can continue to be used for stock born prior to 1 January 2025 however e-tags available at the saleyards office for stock born after 1 January 2025. The Committee discussed the future need for e-tags to be priced to

Page 4

SALEYARDS COMMITTEE MEETING MINUTES**27 MARCH 2025**

reflect work involved with identifying and tagging untagged stock.

A question was asked regarding the percentage of non-reading tags or sheep in mobs missing e-tags. The Committee discussed the need for a system to mark or identify non-readers. It was noted that at present this is not a significant issue with low numbers of e-tagged stock and the allowance of 98% compliance rate.

4.5 Saleyards Manual Update

Individual meetings with agents, transporters and state government departments have commenced to inform work to update the saleyards manual. This is an important consultation step to ensure that all stakeholders ideas and requirements are considered in the manual. The manual is also being updated to reflect legislative changes and the eID requirements. Staff thanked those who have already taken time to meet with Council and encouraged those who have not met with Council to do so.

4.6 NLIS Update, NVDs and LLS Input

There has been confusion regarding the requirements for NVD's used through the yards with a loop hole identified that for sheep transferred onto an agents PIC, that the transfer is susceptible to loss of traceability. Advice from Integrity Systems to Council is to not accept NVDs not assigned to Cowra Saleyards. This advice is reasonable however potentially not practical due to the timing of receivals and processing of paperwork. The Committee discussed that the responsibility of saleyards staff was a focus on animal welfare only and that NVD issues were something for Integrity Systems and the DPI / LLS to investigate.

5 GENERAL BUSINESS**5.1 Saleyards Promotion**

The Committee requested that media and promotion of the Saleyards needs to be a key focus. Council noted that more social media posts have been happening on the Cowra Saleyards Facebook page.

5.2 Transporting of Stock

Agents requested that all stock for transporting be recorded on the board so there is no confusion as to deliveries. The process of contacting agents and buyers to determine delivery information is very difficult if not recorded on the board.

SALEYARDS COMMITTEE MEETING MINUTES**27 MARCH 2025****5.3** Wall of Remembrance

Two memorials need to be added to the Wall of Remembrance.

- The Late Jon Bargwanna (photo provided)
- The Late Peter Chivers (photo required).

5.4 B-Double Access on Darbys Falls Road

Council is continuing to work with NHVR and local transports to permit B-double access on Darby's Falls Road.

6 **NEXT MEETING DATE**

The next meeting will be held on Thursday, 1 May 2025 at 8am in the Council Administration Building, 116 Kendal Street, Cowra.

7 **MEETING CLOSE**

The Meeting closed at 9.15am.

.....
CHAIRPERSON

7.2 Committee Minutes - Traffic Committee

File Number: D25/669

Author: Dirk Wymer, Director-Infrastructure & Operations

RECOMMENDATION

1. That the minutes of the Traffic Committee meeting held on 15 April 2025 be noted.
2. That a letter be sent to Cowra Police requesting assistance with the issuing of fines for vehicles parking illegally in front of Cowra Fire Station.
3. That Council approves the Class 4 special event to be held as part of the NAIDOC March on 7 July 2025, subject to compliance with the requirements of Transport for New South Wales (TfNSW) and NSW Police.
4. That Council contact all affected residents of Bartlett Avenue & Kendal Street requesting feedback on the proposal to make the north side of Bartlett Avenue a “No Parking” Zone, and a follow up report to be forwarded at the June Local Traffic Committee Meeting.
5. That :
 - the “No Stopping” signage on the southern side of Bartlett Street from Kendal Street be made compliant with NSW Road Rules.
 - no change be made to the current “No Parking” & “Loading Zone” areas in Bartlett Street.

INTRODUCTION

The minutes and recommendations of the Traffic Committee meeting are presented for Council’s consideration.

BACKGROUND

The minutes and recommendations from the recent Traffic Committee meeting are attached for the information of Councillors and consideration of the above recommendations.

BUDGETARY IMPLICATIONS

N/A

ATTACHMENTS

1. Draft minutes of the Traffic Committee meeting held on 15 April 2025 [↓](#)

DRAFT



MINUTES

Traffic Committee Meeting
Tuesday, 15 April 2025

TRAFFIC COMMITTEE MEETING MINUTES**15 APRIL 2025****Order Of Business**

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	4.2 Request for a No Parking Zone - Bartlett Avenue.....	4
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5	General Business.....	4
	5.1 Appointment of Delegate.....	4
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TRAFFIC COMMITTEE MEETING MINUTES**15 APRIL 2025**

**MINUTES OF COWRA COUNCIL
TRAFFIC COMMITTEE MEETING HELD AT THE COWRA COUNCIL
CHAMBERS, 116 KENDAL STREET, COWRA
ON TUESDAY, 15 APRIL 2025 AT 9.30AM**

PRESENT: Cr Paul Smith (Chairperson), Cr K. Cave, Ms Anne Jeffery, Mr Jason Nicholson

IN ATTENDANCE: Ian Thomas (Manager - Assets & Technical Services), Rodney Stammers (Development & Traffic Engineer)

1 APOLOGIES

Dirk Wymer (Director – Infrastructure & Operations), Acting Sgt Steve Chaplin (NSW Police), Acting Sgt Patrick Fisher (NSW Police).

2 CONFIRMATION OF MINUTES

Local Traffic Committee advice to Council on proposal: Unanimous support

COMMITTEE RESOLUTION

That the minutes of Traffic Committee Meeting held on 10 February 2025 be confirmed.

CARRIED

3 BUSINESS ARISING FROM PREVIOUS MINUTES**3.1 Traffic Committee Meeting Action Sheet**

Local Traffic Committee advice to Council on proposal: Unanimous support

COMMITTEE RESOLUTION

1. That the Action List as presented be received and noted by the Committee.
2. That a letter be sent to Cowra Police requesting assistance with the issuing of fines for vehicles parking illegally in front of Cowra Fire Station.

CARRIED

4 REPORTS OF COUNCIL OFFICERS**4.1 NAIDOC March 2025**

Local Traffic Committee advice to Council on proposal: Unanimous support

TRAFFIC COMMITTEE MEETING MINUTES15 APRIL 2025

COMMITTEE RESOLUTION

That Council approves the Class 4 special event to be held as part of the NAIDOC March on 7 July 2025, subject to compliance with the requirements of Transport for New South Wales (TfNSW) and NSW Police.

CARRIED

4.2 Request for a No Parking Zone - Bartlett Avenue

Local Traffic Committee advice to Council on proposal: Unanimous support

COMMITTEE RESOLUTION

That Council contact all affected residents of Bartlett Avenue & Kendal Street requesting feedback on the proposal to make the north side of Bartlett Avenue a “No Parking” Zone, and a follow up report to be forwarded at the June Local Traffic Committee Meeting.

CARRIED

4.3 Request for Removal of Bartlett Street No Parking Zone

Local Traffic Committee advice to Council on proposal: Unanimous support

COMMITTEE RESOLUTION

That :

1. the “No Stopping” signage on the southern side of Bartlett Street from Kendal Street be made compliant with NSW Road Rules.
2. no change be made to the current “No Parking” & “Loading Zone” areas in Bartlett Street.

CARRIED

5 GENERAL BUSINESS**5.1** Appointment of Delegate

Committee noted the appointment of Cr Paul Smith and Cr K Cave as Traffic Committee delegates.

5.2 Tourism Signs - Cowra Japanese Gardens

Committee requested that Council investigate current location of tourism signs indicating location of Cowra Japanese Gardens.

TRAFFIC COMMITTEE MEETING MINUTES**15 APRIL 2025**

6 NEXT MEETING DATE

The next meeting will be held on Tuesday, 10 June 2025 at 9.30am in the Cowra Council Chambers, 116 Kendal Street, Cowra.

7 MEETING CLOSE

The Meeting closed at 10:15am.

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CHAIRPERSON

8 LATE REPORTS