



# **AGENDA**

## **Ordinary Council Meeting**

**Date: 25 March 2024**

**Time: 5 pm**

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

**Paul Devery  
General Manager**

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## **I INTRODUCTION**

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

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

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

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

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

List of apologies for the meeting.

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

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

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

### **I.5 Presentations**

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

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

## **2 CONFIRMATION OF MINUTES**

Confirmation of Minutes of Ordinary Council Meeting held on 26 February 2024

Confirmation of Minutes of Extraordinary Council Meeting held on 11 March 2024

Confirmation of Minutes of Extraordinary Council Meeting held on 18 March 2024



# **MINUTES**

**Ordinary Council Meeting  
Monday, 26 February 2024**

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**MINUTES OF COWRA COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COWRA COUNCIL CHAMBERS, 116 KENDAL STREET, COWRA  
ON MONDAY, 26 FEBRUARY 2024 AT 5 PM**

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

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

## **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

## **RESOLUTION 14/24**

Moved: Cr Cheryl Downing

Seconded: Cr Erin Watt

**That apologies from Cr Nikki Kiss OAM be received and accepted.**

CARRIED

### 1.4 Disclosures of Interest

Cr Erin Watt declared a non-pecuniary interest in relation to item 3.6 Development Application No. 118/2023, Lot 2 DP 1166678, 506 Binni Creek Road Cowra, two general industrial sheds, lodged by M J Croker 3.8 Development Application No. 70/2023, Lot 74 DP 752948, 77-81 Grenfell Road Cowra, 9 Lot Community Title subdivision, lodged by P Hurrell and 7.1 Development Application No. 84/2023, Lot 311 DP 255021, 11 Rothbury Road Cowra, dwelling, lodged by Currajong Pty Ltd due to family's involvement with the Development Application and will leave the Chambers during consideration of these items.

Cr Ruth Fagan declared a non-pecuniary interest in relation to item 7.1 Development Application No. 84/2023, Lot 311 DP 255021, 11 Rothbury Road Cowra, dwelling, lodged by Currajong Pty Ltd due to the applicant being a neighbour.

### 1.5 Presentations

Nil



1.6 Public Forum

Nil

**2 CONFIRMATION OF MINUTES****RESOLUTION 15/24**

Moved: Cr Judi Smith

Seconded: Cr Peter Wright

**That the minutes of Ordinary Council Meeting held on 22 January 2024 be confirmed.**

CARRIED

**3 GENERAL COMMITTEE RECOMMENDATIONS - MONDAY, 12 FEBRUARY 2024****GENERAL MANAGERS REPORT**3.1 Section 355 Committee Draft Minutes - CBD Committee

**I.**

**RESOLUTION 16/24**

Moved: Cr Sharon D'Elboux

Seconded: Cr Cheryl Downing

**That the draft minutes of the CBD Committee meeting held on 16 January 2024 be noted.**

CARRIED

**DIRECTOR-CORPORATE SERVICES REPORT**3.2 Sculpture Park Master Plan

**2.**

**RESOLUTION 17/24**

Moved: Cr Sharon D'Elboux

Seconded: Cr Judi Smith

- 1. That Council adopt the Draft Sculpture Park Masterplan.**
- 2. That Council endorse the application to lodge a submission for grant funding under the Public Spaces Legacy program to construct pathways at the sculpture park in accordance with the draft master plan.**
- 3. That reports are brought back to Council on the financial analysis and curatorial framework for the sculpture park.**

CARRIED

3.3 Investments

3.

**RESOLUTION 18/24**

Moved: Cr Bill West

Seconded: Cr Paul Smith

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

CARRIED

**DIRECTOR-INFRASTRUCTURE & OPERATIONS REPORT**3.4 Cowra Waste and Resource Recovery Strategy 2023-2032

4.

**RESOLUTION 19/24**

Moved: Cr Judi Smith

Seconded: Cr Erin Watt

1. **That Council endorses the draft Cowra Waste and Resource Recovery Strategy 2023-2032 for the purpose of public exhibition for a minimum of twenty eight (28) days in accordance with the Community Engagement Strategy.**
2. **That following the public exhibition the Director – Infrastructure & Operations provide a further report to Council for the formal adoption of the Cowra Waste and Resource Recovery Strategy 2023-2032 considering any submissions made.**

CARRIED

3.5 Cowra Material Recycling Facility - Proposal to Extend Sorting Lines Storage Area

5.

**RESOLUTION 20/24**

Moved: Cr Paul Smith

Seconded: Cr Erin Watt

**That Council approves the construction of an extension to the CDS storage area at the Cowra Material Recycling Facility with funding to be transferred from the 'Waste - General' reserve at the third quarter review.**

CARRIED

At 5:27 pm, Cr Erin Watt left the meeting.

**DIRECTOR-ENVIRONMENTAL SERVICES REPORT**

**3.6** Development Application No. 118/2023, Lot 2 DP 1166678, 506 Binni Creek Road Cowra, two general industrial sheds, lodged by M J Croker

**6. RESOLUTION 21/24**

Moved: Cr Bill West

Seconded: Cr Judi Smith

- 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 Section 1.1.8 of Part 1 of Council's Development Control Plan 2021 is sufficiently justified and the application was publicly notified and no submissions were received; and**
- 2. That Council approves a variation to Section 1.1.8 of Part 1 of Council's Development Control Plan 2021 for this development to allow industrial development without reticulated water and sewer connections; and**
- 3. That Development Application No. 118/2023, for the construction of two general industrial sheds on Lot 2 DP 1166678, 506 Binni Creek Road 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.

<b>Plan No./ Supporting Document</b>	<b>Prepared by/Reference Details</b>	<b>Cowra Shire Council Reference</b>
<b>Existing Site Plan Drawing 1</b>	<b>Vision Property Development Hub 31/8/2023</b>	<b>Received 14 November 2023 Stamped No. 10.2023.118.1</b>
<b>Proposed Site Plan Drawing 2B</b>	<b>Vision Property Development Hub 31/8/2023</b>	<b>Received 14 November 2023 Stamped No. 10.2023.118.1</b>
<b>Shed Layout Drawing 3B</b>	<b>Vision Property Development Hub 31/8/2023</b>	<b>Received 14 November 2023 Stamped No. 10.2023.118.1</b>
<b>Shed Layout &amp; Truck Turnpath Drawing 4A</b>	<b>Vision Property Development Hub 31/8/2023</b>	<b>Received 14 November 2023 Stamped No. 10.2023.118.1</b>

<b>Proposed Floor Plan (Shed 1) Drawing 5</b>	<b>Vision Property Development Hub 31/8/2023</b>	<b>Received 14 November 2023 Stamped No. 10.2023.118.1</b>
<b>Elevations (Shed 1) Drawing 6</b>	<b>Vision Property Development Hub 31/8/2023</b>	<b>Received 14 November 2023 Stamped No. 10.2023.118.1</b>
<b>Proposed Floor Plan (Shed 2) Drawing 7</b>	<b>Vision Property Development Hub 31/8/2023</b>	<b>Received 14 November 2023 Stamped No. 10.2023.118.1</b>
<b>Elevations (Shed 2) Drawing 8</b>	<b>Vision Property Development Hub 31/8/2023</b>	<b>Received 14 November 2023 Stamped No. 10.2023.118.1</b>
<b>Cut and Fill Plan Drawing 11</b>	<b>Vision Property Development Hub 1/12/2023</b>	<b>Received 14 December 2023 Stamped No. 10.2023.118.1</b>
<b>Cross Section Cut Plan Drawing 12</b>	<b>Vision Property Development Hub 1/12/2023</b>	<b>Received 8 December 2023 Stamped No. 10.2023.118.1 (A)</b>
<b>Landscape Plan Drawing 13</b>	<b>Vision Property Development Hub 1/12/2023</b>	<b>Received 14 December 2023 Stamped No. 10.2023.118.1 (B)</b>
<b>Erosion and Sediment Control Plan Drawing 14</b>	<b>Vision Property Development Hub 7/12/2023</b>	<b>Received 8 December 2023 Stamped No. 10.2023.118.1</b>
<b>Part Erosion and Sediment Control Plan Drawing 15</b>	<b>Vision Property Development Hub 7/12/2023</b>	<b>Received 8 December 2023 Stamped No. 10.2023.118.1</b>
<b>Statement of Environmental Effects Version 3</b>	<b>Vision Property Development Hub 8/1/2023</b>	<b>Received 11 January 2024 Stamped No. 10.2023.118.1 (B)</b>
<b>Response Letter</b>	<b>Vision Property Development Hub 8/12/2023</b>	<b>Received 8 December 2023 Stamped</b>

		No. 10.2023.118.1
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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. Any cutting and filling on the site shall be either battered at a maximum slope of one vertical to two horizontal (1V:2H) and revegetated or suitably retained by a retaining structure, designed and constructed to appropriate engineering standards. A retaining wall that does not comply with State Environmental Planning Policy (Exempt & Complying Development Codes) 2008 will require the prior consent of Council. The erection of retaining walls may require the approval and certification of a suitably qualified structural engineer. All works are to be carried out within the boundaries of the property and without affecting the structural integrity of boundary fencing or neighbouring structures.
4. Provide on-site parking for a minimum of 10 car parking spaces in accordance with the submitted plans. Car parking and trafficable areas shall be designed and maintained in accordance with Cowra Council Development Control Plan 2021.
5. Car parking facilities, including all internal parking and manoeuvring areas are to be constructed and sealed in accordance with Australian Standard 2890.1 Off-Street Car Parking and Australian Standard 2890.2 Commercial Vehicle Facilities and are to include all necessary line marking, directional arrows and signage to delineate parking spaces, traffic flow and traffic priority. All costs associated with the construction of the parking area shall be borne by the Applicant.
6. Parking for disabled persons is to be provided and signposted in accordance with the approved plans and the requirements of Australian Standard 2890.1. The access linking such parking areas to their associated developments shall generally not have gradients steeper than 1:14.
7. Any excess clean fill (inert clean waste) removed from the site is to be taken to either:
  - (a) a public waste disposal facility; or
  - (b) a site authorised for the fill under a State Environmental Planning Policy or by separate development consent by Council.
8. Business operations, including the use of noise generating equipment within the factory/warehouse buildings, loading/unloading operations and truck deliveries shall be restricted to day time hours only, being from 7.00am to 6.00pm, unless it can be proven by actual noise testing and further noise assessment reporting that such operations do not cause excessive noise impacts on nearby residences in accordance with the noise

goals set out in the NSW EPA's Noise Policy for Industry (2017).

The noise assessment report would need to be prepared by a suitably qualified acoustic engineer and submitted to Cowra Council for verification of compliance with the Noise Policy for Industry (2017) before any loading/unloading activities could be carried out between 7.00pm and 6.00am.

9. The land-use of the development is to comply with the definition of general industry under the Cowra Local Environmental Plan 2012. A separate DA to be lodged for the future use of the buildings should a different land use be proposed.
10. The primary entrances and pathways to the building are to comply with the requirements of the Disability (Access to Premises – Buildings) Standards 2010 and Australian Standard 1428.1-2009 Design for Access and mobility.

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

11. 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 Development <sup>1</sup>	Levy Percentage	Total Contribution	Contribution Rate Remains Current Until
Section 94A Contribution <sup>2</sup>	\$324,190.00	1%	\$3,241.90	30 June 2024

#### **Notes**

<sup>1</sup> As shown on the Development Application/Construction Certificate Application/Complying Development Certificate Application

<sup>2</sup> 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](http://www.cowracouncil.com.au)

12. Prior to the issue of a Construction Certificate, the Applicant must submit to Cowra Shire Council an application to Install and Operate an On-Site Sewage Management System under Section 68 of the *Local Government Act 1993*. 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.

13. 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.
14. Prior to the issue of a Construction Certificate, a Soil and Water Management Plan shall be submitted to the Principal Certifier for approval. The plan is to be prepared in accordance with Part B.1.6. of the DCP and demonstrate that adequate provision will be made for the estimated potential stormwater runoff from the development to the satisfaction of the Principal Certifier.

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

15. 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.
16. 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.
17. 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'.
18. 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.
19. 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 1547:2000 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**

20. 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.
21. 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.
22. 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*.
23. 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.
24. 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.
25. All roofed and paved areas are to be properly drained in accordance with the Plumbing Code of Australia and discharged three metres clear of any building/structure in a manner that does not cause soil erosion or nuisance to adjoining properties.
26. 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**

27. Provide a minimum of 100,000 litres of tanked water supply per the approved plans. 10,000 litres of water supply shall be reserved for firefighting purposes in accordance with the NSW Rural Fire Service requirements. Where the total volume is provided in a single tank, the draw off point for the domestic supply is to be located at or above the 10,000 litre level. The tank shall be fitted with a 65mm Storz fitting and ball or gate valve. Water tanks shall be generally located in close proximity to the development and allow access for fire fighting vehicles.

Water tanks are not to be constructed of plastic if they are to be exposed to medium to high level bushfire risk. Further information relating to the location and design of water tanks and emergency firefighting requirements for water tanks and connections can be downloaded from the NSW Rural Fire Service website, [www.rfs.nsw.gov.au](http://www.rfs.nsw.gov.au).

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

#### **ADVICE**

If, during work, an Aboriginal object is uncovered then **WORK IS TO CEASE IMMEDIATELY** and the Office of Environment & Heritage is to be contacted urgently on (02) 6883 5300. Under the National Parks and Wildlife Act 1974 it

is an offence to harm an Aboriginal object or place without an 'Aboriginal heritage impact permit' (AHIP). Before making an application for an AHIP, the applicant must undertake Aboriginal community consultation in accordance with clause 80C of the NPW Regulation.

#### AMENDMENT

Moved Cr Peter Wright:

That the matter be deferred to the next meeting so more information can be obtained.

LAPSED FOR THE WANT OF A SECONDER

THE ORIGINAL MOTION WAS PUT AND CARRIED.

In Favour: Crs Ruth Fagan, Paul Smith, Sharon D'Elboux, Cheryl Downing, Judi Smith and Bill West

Against: Cr Peter Wright

CARRIED 6/1

At 5.45 pm, Cr Erin Watt returned to the meeting.

3.7 Development Application No. 57/2020, Lot 2 DP 557714, Lot 1 DP 1201417, Lot 10 DP 1107219 & Lot 3905 DP 1200283, 2-4 Kite Street Cowra, continued use of, and proposed upgrades to landscaping material supplies, lodged by Buzzree Pty Ltd

Moved: Cr Sharon D'Elboux

Seconded: Cr Paul Smith

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 no submissions were received; and
2. That Development Application No. 57/2020, for the continued use of, and proposed upgrades to landscaping material supplies on Lot 2 DP 557714, Lot 1 DP 1201417, Lot 10 DP 1107219 & Lot 3905 DP 1200283, 2-4 Kite Street Cowra be approved subject to the following conditions:

#### GENERAL TERMS OF APPROVAL – NSW DEPARTMENT OF PLANNING AND ENVIRONMENT – WATER

3. Before commencing any proposed controlled activity on waterfront land, an application must be submitted to Department of Planning and Environment-Water, and obtained, for a controlled activity approval under the Water Management Act 2000.
4. This General Terms of Approval (GTA) only applies to the proposed controlled activity described in the plans and associated documents found in Schedule 1, relating

to Development Application DA 57/2020 provided by Council to Department of Planning and Environment-Water.

5. A. The application for a controlled activity approval must include the following plan(s):
  - a) Site plans
  - b) Soil and water management plan
  - c) Erosion and sediment control plans
  - d) Construction stormwater drainage outlet plan
  - e) Vegetation management plan
  - f) Construction detailed basin design plans
- B. The plan(s) must be prepared in accordance with Department of Planning and Environment-Water's guidelines located on the website <https://www.dpie.nsw.gov.au/water/licensing-and-trade/approvals/controlled-activity-approvals/what/guidelines>

#### CONDITIONS OF CONSENT – TRANSPORT FOR NSW

6. The applicant must comply with the requirements of T HR CI 12090 ST Airspace and External Developments (Link: <https://www.transport.nsw.gov.au/industry/asset-standards-authority/finda-standard/airspace-and-external-developments-1> ) and Development Near Rail Corridors and Busy Roads- Interim Guidelines (Link [development-near-rail-corridors-and-busy-roads-interimguideline-2008.ashx](https://www.nsw.gov.au/development-near-rail-corridors-and-busy-roads-interimguideline-2008.ashx) (nsw.gov.au). Please note that State Environmental Planning Policy (Infrastructure) 2007 referred in the above documents has been superseded by State Environmental Planning Policy (Transport and Infrastructure) 2021.
7. The applicant must ensure its employees and all other persons do not enter any parts of the rail land other than the licenced premises unless otherwise permitted in writing in advance.
8. Prior to the commencement of works, if required the applicant shall provide certification/document from a qualified Geotechnical and Structural Engineers stating that the proposed works are to have no negative impact on the rail corridor and associated rail infrastructure. The applicant must consult and obtain written approval from UGLRL and TfNSW regarding any works involving penetration of ground if the excavation depth is greater than 2m depth with 25m of the rail corridor.
9. Prior to the commencement of works, the applicant shall provide an accurate survey locating the development with respect to the rail boundary and rail infrastructure. This work is to be undertaken by a registered surveyor, to the satisfaction of UGLRL on behalf of TfNSW.
10. Prior to the commencement of works, the applicant must acquire written approval from UGLRL and TfNSW to its stormwater management plan to confirm post-development flows should be equal or less than that of pre-development flows (or post-development flows should not exceed pre-development flows) and to ensure that the development is not directed to railway land and had no adverse impact on the rail corridor.

11. Prior to the commencement of works, appropriate fencing must be placed between the proposed development site, and the remainder of the rail corridor to prevent unauthorised access. Before installing any fencing work, the applicant must obtain approval from TfNSW. The applicant is advised to contact UGLRL's third party works via [thirdpartyworks@uglregionallinx.com.au](mailto:thirdpartyworks@uglregionallinx.com.au) for more information.
12. Prior to the commencement of any work – cranes and equipment:
  1. If required, the applicant must submit an application to UGLRL for approval of TAHE prior to any use of cranes and equipment (Equipment) in the air space over the rail corridor.
  2. If required, the applicant is required to provide a safety assessment of the works necessary for the development assessing any potential impact or intrusion on the Danger Zone (as defined in the UGLRL Network Rules and Procedures and that any works are undertaken by a qualified Protection Officer.
  3. The use of Equipment must be in accordance with the AS 2550 series of Australian Standards, Cranes, Hoist and Winches, including AS2550 15-1994 Cranes – Safe Use - Concrete Placing Equipment.

#### GENERAL CONDITIONS

13. 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
Existing Project Site Layout Figure A	RW Corkery & Co December 2023	Received 21 December 2023 Stamped No. 57/2020(A)
Proposed Project Site Layout Figure 2.1	RW Corkery & Co December 2023	Received 21 December 2023 Stamped No. 57/2020(A)
Statement of Environmental Effects Ref 983/06	RW Corkery & Co December 2023	Received 21 December 2023 Stamped No. 57/2020(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.

14. The applicant shall comply with all relevant prescribed conditions of development consent under Part 6, Division 8A of the Environmental Planning and Assessment Regulation 2021 (see attached Advisory Note).
15. The applicant shall obtain the written agreement (and any associated permits, leases

or purchases required) from Cowra Council for the use of road reserves within the existing project site and two Council owned lots within the site, being Lot 1 DP 1201417 and Lot 10 DP 1107219.

16. Approved hours of operation are as follows:

Landscaping Materials Delivery and Supply	Monday to Friday	7:00am to 5:00pm
	Saturday	7:00am to 12:00pm
	Sunday & Public Holidays	No Operations
Emergency Maintenance	All Days	24 hours

17. No advertising sign and/or structure other than that which is permitted under this development approval or permissible without consent (exempt development) is to be erected as part of the approved development until a formal application has been submitted to Council and a development consent has been issued.
18. All traffic movements in and out of the development are to be in a forward direction.
19. The emission of noise from the premises must be in accordance with the recommendations of the Noise and Vibration Impact Assessment prepared by Spectrum Acoustics Pty Ltd and the Noise Policy for Industry published by the NSW Environment Protection Authority (2017).

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

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 works, the applicant shall provide to the Principal Certifier evidence of the agreement reached with Cowra Council referenced in condition 13.
22. Prior to the commencement of works, a car parking plan is to be provided for the approval of the Principal Certifier that includes the provision of one disabled parking space at the office to be constructed and/or line-marked in accordance with AS2890.6 – Off-street parking for people with disabilities.
23. 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 the Soil and Water Management Plan prepared by Strategic Environmental and Engineering Consulting Pty Ltd and Part B of Cowra Shire Council Development Control Plan 2021 at all times.
24. 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.

#### CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION

25. 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.

26. 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.
27. 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.
28. 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.
29. The applicant must obtain any approvals required under Section 68 of the Local Government Act 1993 for water supply work, sewerage and stormwater drainage work or the disposal of liquid waste into Council's sewer.

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

30. The Applicant must not continue the occupation or use of the landscaping materials supplies until a Whole or Partial Occupation Certificate has been issued from the Principal Certifier appointed for the subject development. An Occupation Certificate Application must be submitted to the Principal Certifier accompanied by the relevant fee prior to arranging an inspection. If Cowra Council is the Principal Certifier appointed for the subject development an inspection for the Occupation Certificate can be arranged by contacting Environmental Services on (02) 6340 2040.
31. Prior to the issue of any Occupation Certificate, evidence is to be provided to the Principal Certifier that the disturbed areas encroaching on land controlled by Transport for NSW (on Lot 3905 DP 1200283) not covered by the licence agreement has been remediated to the satisfaction of TfNSW.
32. Prior to the issue of any Occupation Certificate, the 10m wide Vegetated Riparian Zone is to be established along the southern boundary of the site in accordance with the species mix and methodology outlined in the Statement of Environmental Effects. Ringlock wire fencing is to be erected to delineate the revegetated area and to prevent accidental access to the revegetated area by site personnel and customers. Regular watering is to be undertaken for a minimum of 2 months following establishment.
33. Prior to the issue of any Occupation Certificate, stormwater infrastructure is to be

completed in accordance with the Soil and Water Management Plan prepared by Strategic Environmental and Engineering Consulting Pty Ltd.

34. Prior to the issue of any Occupation Certificate, carparking is to be constructed and/or line-marked in accordance with the approved plan.

#### 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.

#### AMENDMENT

Moved: Cr Bill West  
Seconded: Cr Erin Watt

That the matter Development Application No. 57/2020, Lot 2 DP 557714, Lot 1 DP 1201417, Lot 10 DP 1107219 & Lot 3905 DP 1200283, 2-4 Kite Street Cowra, for the continued use of, and proposed upgrades to landscaping material supplies, lodged by Buzzree Pty Ltd be deferred to the next meeting.

THE AMENDMENT WAS PUT AND CARRIED

In Favour: Crs Ruth Fagan, Paul Smith, Sharon D'Elboux, Cheryl Downing, Judi Smith, Erin Watt, Bill West and Peter Wright

Against: Nil

#### **RESOLUTION 22/24**

Moved: Cr Bill West  
Seconded: Cr Erin Watt

**That the matter Development Application No. 57/2020, Lot 2 DP 557714, Lot 1 DP 1201417, Lot 10 DP 1107219 & Lot 3905 DP 1200283, 2-4 Kite Street Cowra, for the continued use of, and proposed upgrades to landscaping material supplies, lodged by Buzzree Pty Ltd be deferred to the next meeting.**

CARRIED

In Favour: Crs Ruth Fagan, Paul Smith, Sharon D'Elboux, Cheryl Downing, Judi Smith, Erin Watt, Bill West and Peter Wright

Against: Nil

CARRIED 8/0

At 5:55 pm, Cr Erin Watt left the meeting.

3.8 Development Application No. 70/2023, Lot 74 DP 752948, 77-81 Grenfell Road Cowra, 9 Lot Community Title subdivision, lodged by P Hurrell

7.

### RESOLUTION 23/24

Moved: Cr Bill West

Seconded: Cr Cheryl Downing

1. That Council notes that the reason for the decision is that the proposal largely complies with Section 4.15 of the Environmental Planning and Assessment Act 1979. The application was publicly notified and 3 submissions were received which are addressed in this report; and
2. That Development Application No. 70/2023, for the development of a 9 lot community title subdivision on Lot 74 DP 752948, 77-81 Grenfell Road Cowra be approved subject to the following conditions:

### GENERAL CONDITIONS

1. Pursuant to Section 4.16 (3) of the Environmental Planning and Assessment Act 1979 this is a "deferred commencement" consent and as such this consent is not to be enacted until such time as Condition 2 is satisfactorily complied with.
2. Provide written evidence to Council that the owners of Lot 11 DP 1072191 agree to the installation of sewer infrastructure and the creation of an associated easement for the purpose of connecting the proposed subdivision to Council's reticulated sewer main on Lot 11 DP 1072191.
3. 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
General Arrangement Plan Dwg. No. C01 Issue E	Calare Civil Consulting Engineers 24/11/23	Received 30 November 2023 Stamped No. DA 10.2023.70.1(A)
Site Diagram Dwg. No. SD001 D	Vision Town Planning Consultants 22/11/23	Received 30 November 2023 Stamped No. DA 10.2023.70.1(A)
Sewer Diagram Dwg. No. SD002 A	Vision Town Planning Consultants 22/11/23	Received 30 November 2023 Stamped No. DA 10.2023.70.1(A)
Utilities Diagram Dwg. No. UD001 C	Vision Town Planning	Received 30 November 2023



	<b>Consultants 22/11/23</b>	<b>Stamped No. DA 10.2023.70.1(A)</b>
<b>Statement of Environmental Effects Version 2</b>	<b>Vision Town Planning Consultants 23/11/23</b>	<b>Received 30 November 2023 Stamped No. DA 10.2023.70.1(A)</b>

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.

4. 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).
5. Any landscaping, signage and fencing is not to impede sight lines of traffic and/or pedestrians within the development or when entering and leaving the development. Safe intersection sight distances are to be maintained for the development.

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

6. The Applicant is to obtain a Subdivision Works Certificate from either Council or an Accredited Certifying Authority, certifying that the proposed works related to water, sewer, stormwater and access construction are in accordance with the applicable Council policies and 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 Certificates have been obtained. It is the responsibility of the Applicant to ensure that the development complies with the applicable Council Engineering Standards. This may entail alterations to the proposal so that it complies with these standards.

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

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

9. Prior to the issue of a Subdivision Works Certificate, the Applicant must obtain consent from Council pursuant to Section 138 of the Roads Act 1993 for carrying out of works in the road reserve. Details of the proposed

driveway crossings to each proposed lot in the development site from the new road are to be identified on engineering drawings. The maximum gradient of the associated access driveways across a property line or building alignment shall be 1 in 20 (5%) in accordance with AS/NZS 2890.1:2004- 2.6 Design of domestic driveways.

10. Prior to the issue of a Subdivision Works 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. Any costs associated with the augmentation of water reticulation relating to the development shall be borne by the Applicant and at no cost to Council.
11. Prior to the issue of a Subdivision Works Certificate, a Stormwater Management Plan shall be submitted and approved by Council's Director - Infrastructure & Operations, demonstrating that adequate provision will be made for the estimated potential stormwater runoff from the development to the satisfaction of Council. Plans should also detail measures for erosion and sedimentation control.
12. Prior to the issue of a Subdivision Works Certificate, a fencing plan shall be submitted and approved by Council's Director – Environmental Services with details of a proposed Colorbond fence on the boundary with Lot 11 DP 1072191. The plan is to be signed by the owners of Lot 11.
13. Prior to the issue of a Subdivision Works Certificate an approval under Section 68 of the Local Government Act 1993 to carry out water supply works, sewerage works and stormwater drainage works and to connect to the existing water supply and sewerage system network must be obtained.

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

14. All construction work shall be carried out within the confines of the property unless separate written permission is obtained from the relevant landowner and/or authority in control of the land. A copy of any written notices authorising off-site construction operations shall be submitted to Council prior to any operations commencing on the affected land.
15. 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.
16. Construction 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.
17. The Applicant shall connect all new lots in the subdivision to a new Low-Pressure Sewerage System connected to Council's Gravity Sewer Reticulation system in Lot 11 DP 1072191. All work shall be carried out by a licensed plumber and drainer and to the requirements of NSW Environment and Health Protection Guidelines and Australian Standard/

New Zealand Standard 1547:2000 On-Site Domestic Wastewater Management, Australian Standard 3500, 'National Plumbing and Drainage' and the 'New South Wales Code of Practice; Plumbing and Drainage'.

The applicant is to obtain a Certificate from Council certifying compliance with the conditions of any relevant approval to carry out plumbing and drainage work. For the purpose of obtaining a certificate the works must be inspected by the Council at the time specified below:

- a) **Boundary Kit Installation:** When the boundary kit with a non-return valve is installed and connected to internal sewer plumbing and to the rising main that connects to the existing reticulated sewer.
- b) **Rising main construction:** When the rising main is constructed prior to backfill. The rising main will connect the property to council's sewer reticulation and terminate at the boundary kit of the property and should be appropriately sized.

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

18. Pursuant to Section 7.11 (formerly Section 94) of the Environmental Planning & Assessment Act 1979, the monetary contributions set out in the following table are to be paid to Council prior to the issue of a Subdivision Certificate. The contributions are current as at the date of this consent and are levied in accordance with the Cowra Section 94 Contributions Plan 2016, adopted on 26 April 2016. The contributions 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 <sup>3</sup>	Rate <sup>1</sup>	Rate Amount	No. of Lots <sup>2</sup>	Total Contribution	Rate remains current until
Open Space Recreational Sporting Facilities	Lot	\$814.36	7	\$5,700.52	30 June 2024
Civic & Community Facilities	Lot	\$1,316.06	7	\$9,212.42	30 June 2024
Transport Infrastructure	Lot	\$0.00	7	\$0.00	30 June 2024
Plan Management Administration	Lot	\$152.87	7	\$1,070.09	30 June 2024
Total Contribution Payable				\$15,983.03	30 June 2024
Per Lot Contribution Payable				\$2,283.29	30 June 2024
Notes					
<sup>1</sup> Per Lot					
<sup>2</sup> No. of additional lots created. The original lot is discounted from the calculations.					
<sup>3</sup> Council's Section 94 Contributions Plan 2016 may be viewed during office hours at Council's					

Customer Service Centre, 116 Kendal Street Cowra, or on Council's website <a href="http://www.cowracouncil.com.au">www.cowracouncil.com.au</a>
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19. Prior to the issue of the Subdivision Certificate, the Colorbond fence approved in accordance with Condition 12 is to be constructed and all other lot boundaries are to be fenced in accordance with Section D.4.11 of Part D of Cowra Council Development Control Plan 2021.
20. Prior to the issue of the Subdivision Certificate, the existing dam is to be filled and compacted in accordance with AS3798-2007 Guidelines on earthworks for commercial and residential developments. A geotechnical report is to be submitted to Council confirming that the works comply with the above guidelines. Testing for the report is to be conducted in accordance with AS1289-2021 Methods of testing soils for engineering purposes.
21. Prior to the issue of the Subdivision Certificate, the applicant must construct the access driveways from the new road to all lots in the subdivision 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. All costs associated with the construction of the new access driveway(s) shall be borne by the Applicant and at no cost to Council.
22. 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 and to the satisfaction of the relevant service provider, being Cowra Shire Council
23. 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.
24. Prior to the issue of the Subdivision Certificate, the applicant shall construct all stormwater drainage facilities necessary to service the proposed allotments in accordance with the approved plans.
25. Prior to the issue of a Subdivision Certificate, the applicant must provide to Council a Notification of Arrangement from Essential Energy confirming that satisfactory arrangements have been made for the provision of power with respect to all lots in the subdivision. It is the applicant's responsibility to make the appropriate application with Essential Energy for the supply of electricity to the subdivision, which may include the payment of fees and contributions.
26. 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 individual lots and/or premises in a real estate development project 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 individual lots and/or premises in a real estate development project demonstrated through an agreement with a carrier.
27. The Applicant 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.
28. Prior to issue of the Subdivision Certificate, a copy of the Management Statement for the Community Scheme is to be submitted for the approval of Council.
29. The Applicant shall include on the final plan of subdivision any and all necessary easements required over access, water, sewer, stormwater, building envelopes electricity and telecommunications mains as required by this consent. Three metre wide easements are required to be centrally located over all sewerage mains for purposes of providing access to the mains system and for maintenance purposes. This includes an easement over the proposed sewer on Lot 11 DP 1072191.
30. 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 and sewer 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 Subdivision Certificate. Separate water and sewer reticulation mains and metered services must be physically provided to the development in accordance with Cowra Council Development Control Plan 2021 and Cowra Infrastructure and Operations Engineering Standards.

Council will not issue the Subdivision Certificate until a Compliance Certificate has been issued, verifying that all works have been satisfactorily completed. All monetary contributions in relation to the augmentation of reticulated water 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 Ruth Fagan, Paul Smith, Sharon D'Elboux, Cheryl Downing, Judi Smith, Bill West and Peter Wright

Against: Nil

CARRIED 7/0

At 5:59 pm, Cr Erin Watt returned to the meeting.

#### 4 GENERAL MANAGER

##### 4.1 2024 Meeting Dates

#### 8. RESOLUTION 24/24

Moved: Cr Judi Smith

Seconded: Cr Cheryl Downing

#### I. That Council rescind Resolution 232/23 from November 2023:

*That Council adopt the following Council meeting dates for 2024:*

<i>Month</i>	<i>Day</i>	<i>Date</i>	<i>Meetings</i>	<i>Time</i>
<b>JANUARY</b>	<b>Monday</b>	<b>22</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>FEBRUARY</b>	<b>Monday</b>	<b>12</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>26</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>MARCH</b>	<b>Monday</b>	<b>11</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>25</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>APRIL</b>	<b>Monday</b>	<b>8</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>22</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>MAY</b>	<b>Monday</b>	<b>13</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>27</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>JUNE</b>	<b>Tuesday</b>	<b>11</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>24</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>JULY</b>	<b>Monday</b>	<b>8</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>22</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>AUGUST</b>	<b>Monday</b>	<b>12</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>26</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>SEPTEMBER</b>	<b>Monday</b>	<b>30</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>OCTOBER</b>	<b>Monday</b>	<b>14</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>28</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>NOVEMBER</b>	<b>Monday</b>	<b>11</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>25</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>DECEMBER</b>	<b>Monday</b>	<b>9</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>16</b>	<b>Ordinary Council</b>	<b>5pm</b>

#### 2. That Council adopt the following Council meeting dates for 2024:

Month	Day	Date	Meetings	Time
<b>JANUARY</b>	<b>Monday</b>	<b>22</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>FEBRUARY</b>	<b>Monday</b>	<b>12</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>26</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>MARCH</b>	<b>Monday</b>	<b>11</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>25</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>APRIL</b>	<b>Monday</b>	<b>8</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>22</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>MAY</b>	<b>Monday</b>	<b>13</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>27</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>JUNE</b>	<b>Tuesday</b>	<b>11</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>24</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>JULY</b>	<b>Monday</b>	<b>8</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>22</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>AUGUST</b>	<b>Monday</b>	<b>12</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>26</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>OCTOBER</b>	<b>Monday</b>	<b>14</b>	<b>Ordinary Council</b>	<b>5pm</b>
	<b>Monday</b>	<b>28</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>NOVEMBER</b>	<b>Monday</b>	<b>11</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>25</b>	<b>Ordinary Council</b>	<b>5pm</b>
<b>DECEMBER</b>	<b>Monday</b>	<b>9</b>	<b>General Committee</b>	<b>5pm</b>
	<b>Monday</b>	<b>16</b>	<b>Ordinary Council</b>	<b>5pm</b>

CARRIED

**4.2** Delivery Program 2022-2023 to 2025-2026 Operational Plan 2023-2024 Six-Month Review to 31 December 2023

**9.****RESOLUTION 25/24**

Moved: Cr Bill West

Seconded: Cr Judi Smith

**That the Delivery Program 2022-2023 to 2025-2026 and Operational Plan 2023-2024 - Six Month Review to 31 December 2023 be noted.**

CARRIED

**5 DIRECTOR-CORPORATE SERVICES****5.1 Quarterly Budget Review Statement - December 2023****10. RESOLUTION 26/24**

Moved: Cr Erin Watt

Seconded: Cr Paul Smith

**That the Second Quarter Budget Review for 2023-24 showing a Surplus of \$13.6m be adopted.**

CARRIED

**6 DIRECTOR-INFRASTRUCTURE & OPERATIONS****6.1 Proposed Pipes Along and Across Roads - Water Drainage and Irrigation Policy****11. RESOLUTION 27/24**

Moved: Cr Judi Smith

Seconded: Cr Erin Watt

**That Council adopt the 'Pipes Along and Across Roads – Water Drainage and Irrigation' Policy.**

CARRIED

**6.2 West Cowra Channel Update Report****12. RESOLUTION 28/24**

Moved: Cr Paul Smith

Seconded: Cr Erin Watt

**I. That the following options be modelled to ensure there are no adverse downstream impacts:**

- a) The ultimate detention basin constructed as per the 2019 study; with a 900mm low flow pipeline and overland swale through 72-78 Grenfell Road; for both the existing level of development in the catchment, and for the developed catchment.**
- b) A sensitivity analysis be completed to ensure the low flow pipeline diameter is optimised.**
- c) To reflect the proposed staged delivery model, the optimised diameter low flow pipeline as per (a) and (b) is modelled without the detention basin; but stage I of the pipeline commences at a surface inlet pit downstream of Walker Street at the boundary of 72-78 Grenfell Road; for both the existing level of development in the catchment, and for the developed catchment.**

CARRIED



**6.3** Review of Cowra Development Control Plan Requirements Glenlogan Industrial Release Area

**13.**

**RESOLUTION 29/24**

Moved: Cr Paul Smith

Seconded: Cr Bill West

**1. That Council adopt the following ‘Street Design Controls’ for the Glenlogan Industrial Release area:**

- **Pridham Street be widened to a 7.0m carriageway, with no kerb & gutter, between Glenlogan Road and Nangar Street.**
- **Nangar Street be upgraded to a 10m road carriageway width, with kerb & gutter, between Pridham Street and Mulyan Street.**
- **The intersection of Glenlogan Road and Pridham Street be widened as required to allow A – Double heavy vehicles to turn without crossing into the line of oncoming traffic.**
- **The intersection of Pridham & Nangar Streets be widened as required to allow A – Double heavy vehicles to turn without crossing into the line of oncoming traffic.**
- **The intersection of Mulyan and Nangar Streets be widened as part of kerb and gutter works to ensure heavy vehicle turning paths remain fully on the sealed carriageway.**

**2. That Council amend Development Control Plan ‘Section 1.3 Glenlogan Industrial Release Area, Section 1.3.3.2. Street Design’ as part of the current Development Control Plan review.**

CARRIED

In Favour: Crs Ruth Fagan, Paul Smith, Sharon D'Elboux, Cheryl Downing, Judi Smith, Erin Watt, Bill West and Peter Wright

Against: Nil

CARRIED 8/0

At 6:20 pm, Cr Erin Watt and Cr Ruth Fagan left the meeting.

Cr Paul Smith assumed the position of Chair

**7 DIRECTOR-ENVIRONMENTAL SERVICES**

**7.1** Development Application No. 84/2023, Lot 311 DP 255021, 11 Rothbury Road Cowra, dwelling, lodged by Currajong Pty Ltd

**14.**

**RESOLUTION 30/24**

Moved: Cr Judi Smith

Seconded: Cr Bill West

**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 variation to Clause 4.2B(3)(a) of Cowra Local Environmental Plan 2012 is sufficiently justified and the concurrence of the NSW Department of Planning, Housing and Infrastructure has been received. The application was publicly notified and no submissions were received; and

2. That Development Application No. 84/2023, for the construction of a dwelling on Lot 311 DP 255021, 11 Rothbury Road, Cowra be approved subject to the following conditions:

**15. 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.

<b>Plan No./ Supporting Document</b>	<b>Prepared by/Reference Details</b>	<b>Cowra Shire Council Reference</b>
<b>Site Plan Sheet 01 Issue A</b>	<b>Currajong 18/04/2023</b>	<b>Received 7 September 2023 Stamped No. DA 10.2023.84.1</b>
<b>Site Plan with Contours Sheet 02 Issue A</b>	<b>Currajong 18/04/2023</b>	<b>Received 7 September 2023 Stamped No. DA 10.2023.84.1</b>
<b>Basix Compliance Schedule Sheet D5-1 Version 1</b>	<b>Vision Town Planning Consultants 20/03/2023</b>	<b>Received 7 September 2023 Stamped No. DA 10.2023.84.1</b>
<b>Floor Plan Sheet D5-2 Version 1</b>	<b>Vision Town Planning Consultants 22/03/2023</b>	<b>Received 7 September 2023 Stamped No. DA 10.2023.84.1</b>
<b>East &amp; South Elevations Sheet D5-3 Version 1</b>	<b>Vision Town Planning Consultants 22/03/2023</b>	<b>Received 7 September 2023 Stamped No. DA 10.2023.84.1</b>
<b>West &amp; North Elevations Sheet D5-4 Version 1</b>	<b>Vision Town Planning Consultants 22/03/2023</b>	<b>Received 7 September 2023 Stamped No. DA 10.2023.84.1</b>
<b>Statement of Environmental Effects</b>	<b>Currajong</b>	<b>Received</b>

<b>Revision A</b>	<b>18/08/2023</b>	<b>7 September 2023 Stamped No. DA 10.2023.84.1</b>
<b>BASIX Certificate No. 1382162S_02</b>	<b>Vision Town Planning Consultants Issued: 21 August 2023</b>	<b>Received 7 September 2023 Stamped No. DA 10.2023.84.1</b>
<b>Preliminary contamination investigation Report Number R15816- 311c</b>	<b>Envirowest Consulting 09/08/2023</b>	<b>Received 7 September 2023 Stamped No. DA 10.2023.84.1</b>

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).

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

3. Prior to the issue of a Construction Certificate, the Applicant must obtain consent from the roads authority pursuant to Section 138 of the Roads Act 1993 for the carrying out of works in a road reserve.
4. Prior to the issue of a Construction Certificate, the applicant is to prepare an unidentified finds procedure for site development works due to the potential for asbestos containing pipe material under the surface. The procedure is to be submitted for the approval of the Principal Certifier.
5. Prior to the issue of a Construction Certificate, 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 in compliance with AS1547:2012 can operate in the proposed area.
6. 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 Development <sup>1</sup>	Levy Percentage	Total Contribution	Contribution Rate Remains Current Until
Section 94A Contribution <sup>2</sup>	\$910,859.00	1%	\$9,108.59	30 June 2024

**Notes**

<sup>1</sup> As shown on the Development Application/Construction Certificate Application/Complying Development Certificate Application

<sup>2</sup> 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](http://www.cowracouncil.com.au)

**17. CONDITIONS TO BE COMPLIED WITH PRIOR TO THE COMMENCEMENT OF WORKS**

7. 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.
8. No building, engineering or excavation work is to be carried out in relation to this development until the necessary Certificates have been obtained. It is the responsibility of the Applicant to ensure that the development complies with the applicable Council Engineering Standards. This may entail alterations to the proposal so that it complies with these standards.
9. 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.
10. 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'.
11. 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.

12. 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.

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

13. 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.
14. 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.
15. 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.
16. 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.
17. 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.

18. All roofed and paved areas are to be properly drained in accordance with the Plumbing Code of Australia and discharged three metres clear of any building/structure in a manner that does not cause soil erosion or nuisance to adjoining properties.
19. 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. If no Council drainage system is available, the guttering and downpipes must be discharged away from the building site onto a stable vegetated area in a manner that does not discharge concentrated storm water flow and cause nuisance or erosion to adjoining properties.
20. The Applicant is to obtain all relevant approvals 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 to and comply with any conditions of that permit. 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.

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

21. The Applicant must not commence occupation or use of the secondary dwelling until a Whole or Partial Occupation Certificate has been issued from the Principal Certifier appointed for the subject development.
22. Prior to the issue of a Whole Occupation Certificate, the Applicant shall construct a sealed access crossing to the development site from

Rothbury Road 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.

23. Prior to the issue of a Whole Occupation Certificate, the Applicant shall install the vegetation buffer in accordance with the approved plans and clauses b & c of Appendix A of Part F of Cowra Council Development Control Plan 2021.

#### 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, Sharon D'Elboux, Cheryl Downing, Judi Smith, Bill West and Peter Wright

Against: Nil

CARRIED 6/0

At 6:24 pm, Cr Erin Watt and Cr Ruth Fagan returned to the meeting. Cr Fagan resumed the position of Chair.

## 8 LATE REPORTS

### 8.1 IPART Review of Council Financial Model

#### RESOLUTION 31/24

Moved: Cr Bill West

Seconded: Cr Judi Smith

1. That Council note the draft terms of reference for the IPART review of the financial model of NSW Councils
2. That councillors provide any feedback to the General Manager by close of business Monday 11 March 2024 to enable any submission to be made on time

CARRIED

**9 CONFIDENTIAL MATTERS****20. RESOLUTION 32/24**

Moved: Cr Cheryl Downing

Seconded: Cr Judi Smith

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

**10 CONFIDENTIAL GENERAL COMMITTEE RECOMMENDATIONS - MONDAY, 12 FEBRUARY 2024****10.1 Request for Tender 17/2023 - Tree Trimming and Removal Services Within Cowra Shire 2023-2026**

**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.**

**11 CONFIDENTIAL DIRECTOR-INFRASTRUCTURE & OPERATIONS****11.1 Request for Tender 18/2023 - Cabin Replacement - Cowra Van Park**

**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.**

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

**This matter is considered to be confidential under Section 10A(2)(h) 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 information concerning the nature and location of a place or an item of Aboriginal significance on community land.**

CARRIED





# **MINUTES**

## **EXTRAORDINARY COUNCIL MEETING**

### **MONDAY, 11 MARCH 2024**

**Order Of Business**

<b>1</b>	<b>Introduction.....</b>	<b>3</b>
1.1	Recording & publishing.....	3
1.2	Acknowledgement of Country.....	3
1.3	Apologies and Applications for Leave of Absence by Councillors.....	3
1.4	Disclosures of Interest.....	3
1.5	Public Forum .....	3
<b>2</b>	<b>Director-Environmental Services .....</b>	<b>4</b>
2.1	Development Application No. 57/2020, Lot 2 DP 557714, Lot 1 DP 1201417, Lot 10 DP 1107219 & Lot 3905 DP 1200283, 2-4 Kite Street Cowra, continued use of, and proposed upgrades to landscaping material supplies, lodged by Buzzree Pty Ltd.....	4
<b>3</b>	<b>Late Reports.....</b>	<b>9</b>

**MINUTES OF COWRA COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE COWRA COUNCIL CHAMBERS, 116 KENDAL STREET, COWRA  
ON MONDAY, 11 MARCH 2024 AT 4.30PM**

**PRESENT:** Cr Ruth Fagan (Mayor), Cr Paul Smith (Deputy Mayor), Cr Judi Smith, Cr Erin Watt, Cr Bill West, Cr Peter Wright

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

**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

**RESOLUTION 36/24**

Moved: Cr Bill West

Seconded: Cr Erin Watt

**That apologies from Cr Cheryl Downing (leave), Cr Nikki Kiss OAM (illness), Cr Sharon D'Elboux (work related) and Mr Michael Jones (Director - Corporate Services) (illness) be received and accepted.**

CARRIED

1.4 Disclosures of Interest

Nil

1.5 Public Forum

Nil

**2 DIRECTOR-ENVIRONMENTAL SERVICES**

- 2.1 Development Application No. 57/2020, Lot 2 DP 557714, Lot 1 DP 1201417, Lot 10 DP 1107219 & Lot 3905 DP 1200283, 2-4 Kite Street Cowra, continued use of, and proposed upgrades to landscaping material supplies, lodged by Buzzree Pty Ltd

**RESOLUTION 37/24**

Moved: Cr Bill West

Seconded: Cr Paul Smith

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 no submissions were received; and
2. That Development Application No. 57/2020, for the continued use of, and proposed upgrades to landscaping material supplies on Lot 2 DP 557714, Lot 1 DP 1201417, Lot 10 DP 1107219 & Lot 3905 DP 1200283, 2-4 Kite Street Cowra be approved subject to the following conditions:

**GENERAL TERMS OF APPROVAL – NSW DEPARTMENT OF PLANNING AND ENVIRONMENT – WATER**

3. Before commencing any proposed controlled activity on waterfront land, an application must be submitted to Department of Planning and Environment-Water, and obtained, for a controlled activity approval under the Water Management Act 2000.
4. This General Terms of Approval (GTA) only applies to the proposed controlled activity described in the plans and associated documents found in Schedule 1, relating to Development Application DA 57/2020 provided by Council to Department of Planning and Environment-Water.
5. A. The application for a controlled activity approval must include the following plan(s):
  - a) Site plans
  - b) Soil and water management plan
  - c) Erosion and sediment control plans
  - d) Construction stormwater drainage outlet plan
  - e) Vegetation management plan
  - f) Construction detailed basin design plans
- B. The plan(s) must be prepared in accordance with Department of Planning and Environment-Water's guidelines located on the website <https://www.dpie.nsw.gov.au/water/licensing-and-trade/approvals/controlled-activity-approvals/what/guidelines>

**CONDITIONS OF CONSENT – TRANSPORT FOR NSW**

6. The applicant must comply with the requirements of T HR CI 12090 ST Airspace and External Developments (Link: <https://www.transport.nsw.gov.au/industry/asset-standards-authority/finda-standard/airspace-and-external-developments-1> ) and Development Near Rail Corridors and Busy Roads- Interim Guidelines (Link development-near-rail-corridors-and-busy-roads-interimguideline-2008.ashx (nsw.gov.au). Please note that State Environmental Planning Policy (Infrastructure) 2007 referred in the above documents has been superseded by State Environmental Planning Policy (Transport and Infrastructure) 2021.
7. The applicant must ensure its employees and all other persons do not enter any parts of the rail land other than the licenced premises unless otherwise permitted in writing in advance.
8. Prior to the commencement of works, if required the applicant shall provide certification/document from a qualified Geotechnical and Structural Engineers stating that the proposed works are to have no negative impact on the rail corridor and associated rail infrastructure. The applicant must consult and obtain written approval from UGLRL and TfNSW regarding any works involving penetration of ground if the excavation depth is greater than 2m depth with 25m of the rail corridor.
9. Prior to the commencement of works, the applicant shall provide an accurate survey locating the development with respect to the rail boundary and rail infrastructure. This work is to be undertaken by a registered surveyor, to the satisfaction of UGLRL on behalf of TfNSW.
10. Prior to the commencement of works, the applicant must acquire written approval from UGLRL and TfNSW to its stormwater management plan to confirm post-development flows should be equal or less than that of pre-development flows (or post-development flows should not exceed pre-development flows) and to ensure that the development is not directed to railway land and had no adverse impact on the rail corridor.
11. Prior to the commencement of works, appropriate fencing must be placed between the proposed development site, and the remainder of the rail corridor to prevent unauthorised access. Before installing any fencing work, the applicant must obtain approval from TfNSW. The applicant is advised to contact UGLRL's third party works via [thirdpartyworks@uglregionallinx.com.au](mailto:thirdpartyworks@uglregionallinx.com.au) for more information.
12. Prior to the commencement of any work – cranes and equipment:
  1. If required, the applicant must submit an application to UGLRL for approval of TAHE prior to any use of cranes and equipment (Equipment) in the air space over the rail corridor.
  2. If required, the applicant is required to provide a safety assessment

of the works necessary for the development assessing any potential impact or intrusion on the Danger Zone (as defined in the UGLRL Network Rules and Procedures and that any works are undertaken by a qualified Protection Officer.

3. The use of Equipment must be in accordance with the AS 2550 series of Australian Standards, Cranes, Hoist and Winches, including AS2550 15-1994 Cranes – Safe Use - Concrete Placing Equipment.

### GENERAL CONDITIONS

13. 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
Existing Project Site Layout Figure A	RW Corkery & Co December 2023	Received 21 December 2023 Stamped No. 57/2020(A)
Proposed Project Site Layout Figure 2.1	RW Corkery & Co December 2023	Received 21 December 2023 Stamped No. 57/2020(A)
Statement of Environmental Effects Ref 983/06	RW Corkery & Co December 2023	Received 21 December 2023 Stamped No. 57/2020(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.

14. The applicant shall comply with all relevant prescribed conditions of development consent under Part 6, Division 8A of the Environmental Planning and Assessment Regulation 2021 (see attached Advisory Note).
15. The applicant shall obtain the written agreement (and any associated permits, leases or purchases required) from Cowra Council for the use of road reserves within the existing project site and two Council owned lots within the site, being Lot 1 DP 1201417 and Lot 10 DP 1107219.
16. Approved hours of operation are as follows:

1. Landscaping	2. Monday to Friday	3. 7:00am to 5:00pm
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<b>Materials Delivery and Supply</b>	<b>4. Saturday</b>	<b>5. 7:00am to 12:00pm</b>
	<b>6. Sunday &amp; Public Holidays</b>	<b>7. No Operations</b>
<b>8. Emergency Maintenance</b>	<b>9. All Days</b>	<b>10. 24 hours</b>

17. No advertising sign and/or structure other than that which is permitted under this development approval or permissible without consent (exempt development) is to be erected as part of the approved development until a formal application has been submitted to Council and a development consent has been issued.
18. All traffic movements in and out of the development are to be in a forward direction.
19. The emission of noise from the premises must be in accordance with the recommendations of the Noise and Vibration Impact Assessment prepared by Spectrum Acoustics Pty Ltd and the Noise Policy for Industry published by the NSW Environment Protection Authority (2017).
20. The Applicant must obtain a Whole Occupation Certificate issued from the Principal Certifier appointed for the subject development. An Occupation Certificate Application must be lodged via the NSW Planning Portal to the Principal Certifier accompanied by the relevant fee prior to arranging an inspection. If Cowra Council is the Principal Certifier appointed for the subject development an inspection for the Occupation Certificate can be arranged by contacting Environmental Services on (02) 6340 2040.

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

21. 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'.
22. Prior to the commencement of works, the applicant shall provide to the Principal Certifier evidence of the agreement reached with Cowra Council referenced in condition 13.
23. Prior to the commencement of works, a car parking plan is to be provided for the approval of the Principal Certifier that includes the provision of one disabled parking space at the office to be constructed and/or line-marked in accordance with AS2890.6 – Off-street parking for people with disabilities.
24. 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 the Soil and Water Management Plan prepared by Strategic Environmental and Engineering Consulting Pty Ltd and Part B of Cowra Shire Council Development Control Plan 2021 at all times.

25. 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.

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

26. 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.
27. 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.
28. 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.
29. The applicant must obtain any approvals required under Section 68 of the Local Government Act 1993 for water supply work, sewerage and stormwater drainage work or the disposal of liquid waste into Council's sewer.

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

30. Prior to the issue of a Whole Occupation Certificate, evidence is to be provided to the Principal Certifier that the disturbed areas encroaching on land controlled by Transport for NSW (on Lot 3905 DP 1200283) not covered by the licence agreement has been remediated to the satisfaction of TfNSW.
31. Prior to the issue of a Whole Occupation Certificate, the 10m wide Vegetated Riparian Zone is to be established along the southern boundary of the site in accordance with the species mix and methodology outlined in the Statement of Environmental Effects. Ringlock wire fencing is to be erected to delineate the revegetated area and to prevent



accidental access to the revegetated area by site personnel and customers. Regular watering is to be undertaken for a minimum of 2 months following establishment.

32. Prior to the issue of a Whole Occupation Certificate, stormwater infrastructure is to be completed in accordance with the Soil and Water Management Plan prepared by Strategic Environmental and Engineering Consulting Pty Ltd.
33. Prior to the issue of a Whole Occupation Certificate, carparking is to be constructed and/or line-marked in accordance with the approved plan.
34. Prior to the issue of a Whole Occupation Certificate the applicant is required to enter into a lease agreement for the continued use of Council land identified as Lot 1 DP 1201417, Lot 10 DP 1107219 and the road reserve at the corner of Kite Street and River Street.

#### ADVICE

11. 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 Ruth Fagan, Paul Smith, Judi Smith, Erin Watt, Bill West and Peter Wright

Against: Nil

CARRIED 6/0

### 3 LATE REPORTS

Nil

The Meeting closed at 4:38 pm.

The minutes of this meeting were confirmed at the Council Meeting held on 25 March 2024.

.....  
CHAIRPERSON



# **MINUTES**

## **Extraordinary Council Meeting Monday, 18 March 2024**

**Order Of Business**

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    4.1 Request for Tender 1/2024 - Sealing and Resealing Services – New Work and  
        Town Street Reseals..... 4

**MINUTES OF COWRA COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE COWRA COUNCIL CHAMBERS, 116 KENDAL STREET, COWRA  
ON MONDAY, 18 MARCH 2024 AT 5PM**

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

**IN ATTENDANCE:** Mr Paul Devery (General Manager), Mr Michael Jones (Director - Corporate Services), Mr Dirk Wymer (Director-Infrastructure & Operations)

## **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

#### **RESOLUTION 38/24**

Moved: Cr Paul Smith

Seconded: Cr Sharon D'Elboux

**That apologies from Cr Cheryl Downing, Cr Judi Smith, Cr Nikki Kiss OAM and Mrs Larissa Hackett (Director-Environmental Services) be received and accepted.**

CARRIED

### 1.4 Disclosures of Interest

Nil

### 1.5 Public Forum

Nil

## **2 LATE REPORTS**

## **3 CONFIDENTIAL MATTERS**

#### **RESOLUTION 39/24**

Moved: Cr Sharon D'Elboux

Seconded: Cr Paul Smith

**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:**

**4 CONFIDENTIAL DIRECTOR-INFRASTRUCTURE & OPERATIONS****4.1 Request for Tender I/2024 - Sealing and Resealing Services – New Work and Town Street Reseals**

**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 29 February 2024

File Number: D24/355

Author: Ruth Fagan, Councillor

#### RECOMMENDATION

**That Council note the Mayoral Minute regarding the Central NSW Joint Organisation Board meeting held on 29 February 2024.**

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#### INTRODUCTION

Board members were welcomed to Condobolin by Cr John Medcalf, Deputy Mayor of Lachlan Shire Councillor and immediate past Chair of the CNSWJO Board.

The first order of business was to elect a Chair. Cr Kevin Beatty, Mayor of Cabonne was elected unopposed. Cr Mark Kellam, Mayor of Oberon was elected unopposed as Deputy Chair.

#### BACKGROUND

##### Meeting Notes

The Board received a presentation from Ms Gerry Collins from Department of Regional NSW regarding Regional Coordination and Delivery Program.

Councillors John Medcalf and David Somerville were recognised for the years of service to the region. The Board also acknowledged the passing of Cr Don Fitzpatrick, former Mayor of Oberon. On the day, the Board provided feedback that this report should include advice on the substantial value to members of the work the CNSWJO. This report leads with this advice. Please find the draft Minutes of the Meeting attached.

##### Value to Council

80% of CNSWJO resources are dedicated to providing its operational support program. This program delivers a return on investments of 9.4:1 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.

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 9.4:1 ROI. However, this value is reported quarterly to the Board. Please go to the CNSWJO website to review past Board agendas at <https://www.centraljo.nsw.gov.au/business-papers-agendas/> or to review last year's Annual Statement please go to [2023 STATEMENT \(nsw.gov.au\)](#)

This work continues year on year and for the 2022/2023 year the value is summarised as:

- 13 [Submissions - Central Joint Organisation \(nsw.gov.au\)](#) were lodged in line with CNSWJO policy on matters important to the region;

- 13 Plans, strategies and other collateral that members can leverage for funding, advocacy, forward planning and other purposes;
- \$4.2m in net cost savings across 18 regional contracts from a spend of \$25.3m.
- \$2.05m in grants for members to support training for Fluoride Operators, disaster risk reduction, Business case and Strategy Development JONZAG - Net Zero Acceleration Grant and other energy management, best practice in aggregated procurement, tourism and regional development;
- \$1.4m in public relations value and over \$472k in advertising value which encompassed 11 media releases and various social media metrics. The PR program delivered a major tourism marketing campaign for “Come Out, We’re Open” which formed a large body of work within the PR program in 2023.



Grant funded projects for the 2022/2023 year were:

- The Joint Organisation Net Zero Acceleration Program;
- Disaster Risk Reduction Fund program;
- Bridge Assessments;

- Come Out We're Open flood recovery program
- A Business Case for Priority Investment in the Nexus between Net Zero and Energy Security;
- A Regional Centre of Excellence in Water Loss Management;
- Transitioning Integrated Water Cycle Management Plans to Integrated Planning and Reporting; and
- A Spare Capacity in Housing Project.

Most of these are being finalised this year or are ongoing.

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
- Energy Group
- Regional IT Group
- Building Surveyors Skills Shortages Working Group
- Disaster Risk Reduction Steering Committee

### **Adoption of the Draft Statement of Budget and Revenue**

CNSWJO must adopt its Statement of Budget and Revenue (the Statement) at its May meeting having put it on exhibition for 30 days. It resolved to provide it to members as part of this report. Please find the Draft Statement attached. The budget includes a 3% increase in fees, below that of the IPART rate pegged rise for Councils of 4.5% - 5.5%.

## **Submissions**

### **Submissions lodged**

The following submissions have been lodged since the last Board meeting. All have been at the request of members and/or as part of supporting the advocacy policy of the Board. All Submissions can be viewed on the website [Submissions - Central Joint Organisation \(nsw.gov.au\)](https://www.nsw.gov.au/submissions)

- Australian Productivity Commission third inquiry into the National Water Initiative – January 2024
- [Submission to the review of the Regional Development Act](#)
- [Draft NSW Energy Policy Framework](#)
- [Essential Energy Determination 2024-29 – Revised Public Lighting Pricing Proposal](#)
- [Consultation on the Future Drought Fund Investment Strategy & Funding Plan 2024-2028 – December 2023](#)
- [Submission to the NSW vocational education and training \(VET\) review – November 2023](#)



- [Response to the Department of Planning and Environment Lachlan Regional Water Strategy shortlisted actions – November 2023](#)
- [Inquiry into the planning system and the impacts of climate change on the environment and communities – November 2023](#)

### **Submissions under development**

At the time of writing responses are intended for the following calls for submissions:

- DCCEE Draft Restoring the Rivers Framework Consultation;
- the inquiry into the assets, premises and funding of the NSW Rural Fire Service; and
- the draft Terms of Reference for the IPART review of NSW council financial model.

### **Disaster Risk Reduction Program**

Council has received its Disaster Risk Reduction Needs Analysis report. At the time of writing a regional opportunities report is being finalised to identify programming the CNSWJO can deliver to support Council in this work.

Notably, CNSWJO are currently planning community workshops and training sessions aimed at enhancing community preparedness regarding natural disaster risks and vulnerabilities. The Project Steering Committee (PSC) evaluated three technology options: Simtables, SIMS online, and a cross-JO technology scoping study. It was decided to pursue all three options, focusing primarily on Simtables for the workshops. The workshops will introduce Simtables as a pilot program due to its distinctive nature and potential applications in disaster preparedness. The primary objective is to understand the technology's practical applications in disaster preparedness for the region and explore the potential to secure funding through existing Disaster Risk reduction initiative, contingent on a successful pilot. In the event of the success of the pilot and the purchase of the technology, a program will be developed to engage the broader community.

The workshops are tentatively scheduled for various locations in May 2024:

Bathurst – 2 May 2024  
Oberon – 13 May 2024  
Cowra – 14 May 2024  
Lithgow – 15 May 2024  
Blayney – 21 May 2024  
Weddin – 21 May 2024  
Orange – 22 May 2024  
Parkes – 22 May 2024  
Lachlan – 23 May 2024  
Forbes – 23 May 2024  
Cabonne – 24 May 2024

The workshops will primarily focus on bushfire preparedness across all Local Government Areas, with added emphasis on flooding scenarios in identified regions; Cabonne, Forbes, Lachlan, Lithgow, and others identified. The success of the workshops relies heavily on coordination and support from member councils, as well as assistance from the PSC and Local Emergency Management Officers (LEMOs). CNSWJO will circulate an email once the above workshop dates, times, and venues are confirmed.

A recommendation has been made for elected representatives, general managers, and other relevant staff to participate in the upcoming community workshops and training sessions. This

recommendation is crucial as it emphasises the importance of community preparedness and the potential benefits that Simtable technology can bring in enhancing disaster preparedness capabilities. Moreover, this initiative aligns well with the recent needs analysis for the region, which identified key opportunities within councils. The Simtable technology may be utilised as a tool to address some of these needs by providing a hands-on approach to understanding and mitigating disaster risks, fostering collaboration among stakeholders, and enhancing decision-making processes.

### Collaborating on community engagement

There is opportunity to optimise data collection and dissemination in region to support the Community Engagement Strategies for member Councils.

Two projects the region has been collaborating on are Community Sentiment Surveying and Our PlaceMats.

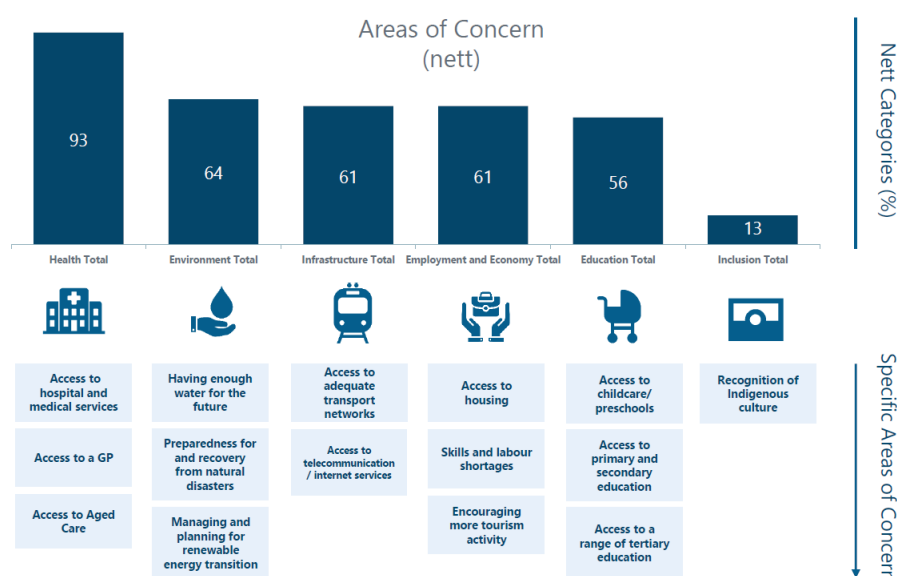
The work on Community Sentiment Surveying was with four member Councils and produced advice on regional priority. Please see the graphic below:

### Areas of Key Concern for the Region

**93%** 

Are concerned with some aspect of the **Health Services** in the region

**Environment, Infrastructure, Employment and Economy, and Education** were other categories of concern



I will now read out a list of areas that your Council may or may not be responsible for, but could influence, and I would like you to tell me which 5 out of the 15 areas would be the biggest areas of concern in your community right now? You may think they are all important however which 5 areas would you say are particularly important and need immediate attention?

CNSWJO has been working with RDA Central West and Regional NSW on two key projects in the last twelve months, these being a repeat of the PlaceMats project providing 48 data sets for Councils they can use in their Community Strategic Planning community consultations and the workshops with NSW Government agencies providing useful data for Councils. Council will receive a report separately to adopt its PlaceMat. To view the regional PlaceMat please go to <https://www.centraljo.nsw.gov.au/co-operative-projects/>

Under the Local Government Act Councils must have Community Engagement Strategy (CES) that determines how they will engage the community in creating and reviewing their Community Strategic Plan. The CNSWJO Board resolved to collaborate with key peak regional agencies to optimise CES going forward.

The following value is provided to members through this project:

- Cost savings through aggregated procurement;
- Regular surveying supported regionally will show for trends;
- Other stakeholders may be interested in collaborating in this process including making a financial contribution. This may result in a greater body of shared data and better relationships between peak agencies;
- Participating in a regional program sets up a discipline for consultation processes.

## Water

The Water Report provided:

- an update on the project to transition local water utility strategic planning into the Integrated Planning and Reporting (IP&R) framework;
- advice on the near completion Regional Water Loss Management project grant funded with members able to access funding for water loss management equipment; and
- advice on the completion regional asset management assessments using the National Asset Management Assessment Framework (NAMAF) where participating councils should have their report.

It provided advice on current consultative processes including:

- Joint Select Committee on Protecting Local Water Utilities from Privatisation;
- NSW Productivity Commission review of funding arrangements for Local Water Utilities;
- Australian Productivity Commission third inquiry into the National Water Initiative; and
- Draft Restoring the Rivers Framework, including engagement with the Murray Darling Basin Authority.

Planning is underway with Charles Sturt University for a Productive Water Policy Lab this year. All Councilors will be invited. The Board resolved to ask Phil Donato, Member for Orange, to organise a round table with state and federal representation to progress advocacy on water for the region.

## Energy

There is a substantial amount of activity being undertaken to address the energy priority of the CNSWJO. Current work includes;

- Submissions;
- implementation of the Joint Organisation Net Zero Program;
- adoption of the Business Case for priority investment in the Nexus between Net Zero and Energy Security;
- advocating on Council's behalf to the Australian Energy Regulator on the costs of streetlighting.

Material advice to Council from this work is that;

### Case Study: Compensation for communities impacted by the rewiring of NSW

At the time of writing the NSW Government is giving consideration to a revised energy policy framework. Included in this framework is guidance for voluntary compensation for affected communities. This includes a \$1050 per megawatt hour voluntary benefit sharing arrangement.

#### Assuming

- A 40% capacity factor for wind renewable energy generation
- The current price for Large Generation Certificate (LGC) is \$46; and
- All LGCs will be realised and they are realised annually as is the case at present.

\$1050 pa equates to just 0.7% of the annual income from only LGCs. The generator then sells its electricity at profit on top of that.

As it stands, renewable energy generation is being significantly incentivised and impacted communities are not being compensated. This is simply not fair.

- key messaging regarding the Dept of Planning Energy Framework consultation includes the Case Study above on compensating communities for the impacts of rewiring NSW in the context of support for the overall net zero aspiration;
- Council will receive a fully funded net zero fleet strategy;
- The advocacy undertaken by CNSWJO as the lead of the Southern Lights collaboration of councils has shown a substantial reduction in street lighting pricing. The final determination by the Australian Energy Regulator should be known by May of this year.

**ATTACHMENTS**

1. Draft minutes for the CNSWJO Board meeting held on 29 february 2024 [↓](#)
2. Draft Statement of Budget and Revenue [↓](#)

**CNSW Joint Organisation Board Meeting**

Minutes of Meeting 29 February 2024

Held in Condobolin at the SRA Pavilion

**In Attendance\***

<b>Cr J Jennings</b>	Bathurst Regional Council	<b>Cr M Statham</b>	Lithgow City Council
<b>Cr D Sommerville</b>	Blayney Shire Council	<b>Cr A McKibbin</b>	Oberon Council
<b>Cr K Beatty</b>	Cabonne Council	<b>Cr J Hamling</b>	Orange City Council
<b>Cr R Fagan</b>	Cowra Shire Council	<b>Cr N Westcott</b>	Parkes Shire Council
<b>Cr J Medcalf</b>	Lachlan Shire Council	<b>Cr C Bembrick</b>	Weddin Shire Council

Mr D Sherley	Bathurst Regional Council	Cr A Rawson	CTW
Mr M Dicker	Blayney Shire Council	Mr G Rhodes	CTW
Ms H Nicholls	Cabonne Council	Ms K Annis-Brown	OLG
Mr S Loane, OAM	Forbes Shire Council	Ms G Collins	Regional NSW
Mr G Tory	Lachlan Shire Council	Ms J Bennett	CNSWJO
Mr C Butler	Lithgow City Council	Ms M Macpherson	CNSWJO
Mr G Wallace	Oberon Council	Ms K Barker	CNSWJO
Mr D Waddell	Orange City Council	Ms J Webber	CNSWJO
Mr K Boyd, PSM	Parkes Shire Council		
Ms N Vu	Weddin Shire Council		
Ms M Schraeder	Regional NSW		

\*Voting members in **bold**

Meeting opened at 9.00am by Chair Cr Kevin Beatty

- Welcome**
- Acknowledgement of Country**
- Apologies, applications for a leave of absence by Joint Voting representatives**  
Cr P Miller, Cr M Kellam, Cr P Phillips, Mr P Devery, Mr D Sherley, Mr M Dicker, Mr B Byrnes, Cr S Ferguson, Cr C Bembrick, Mr J Gordon

<b>Resolved</b>	<b>Cr M Statham / Cr J Hamling</b>
That the apologies for the Central NSW Joint Organisation Board meeting 29 February 2024 listed above be accepted.	

**4. Election of Chairperson and Deputy Chairperson**

Cr Kevin Beatty was elected as Chair unopposed.

Cr Mark Kellam was elected as Deputy Chair unopposed.

The service to the Board of Cr J Medcalf and Dr D Sommerville was acknowledged.

The passing of Cr Don Fitzpatrick was acknowledged.

**5. Conflicts of Interest**

<b>Resolved</b>
NIL declared

**6. Speakers**

- a. Gerry Collins, Director, Western NSW/Regional Coordination & Delivery / Regional Development / Department of Regional NSW.
- b. Katrina Annis-Brown, Office of Local Government

**7. Minutes****7a Noting of the GMAC Minutes held 1 February 2024 in Orange**

<b>Resolved</b>	<b>Cr R Fagan / Cr N Westcott</b>
That the Minutes of the CNSWJO GMAC Meeting held 1 February 2024 in Orange were noted	

**7b Confirmation of the Minutes of the CNSWJO Board Meeting 23 November 2023 in Sydney**

<b>Resolved</b>	<b>Cr D Somerville / Cr M Statham</b>
That the Minutes of the CNSWJO Board Meeting held 23 November 2023 in Sydney were noted	

**8. Business Arising from the Minutes - Matters in Progress**

<b>Resolved</b>	<b>Cr J Hamling /Cr J Jennings</b>
That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested.	

**9. Reports on Statement of Regional Strategic Priority 2022-2025****Priority One: Leveraging our successful collaboration****9a Financial Report**

<b>Resolved</b>	<b>Cr J Medcalf / Cr N Westcott</b>
That the Board note the Financial Report.	

**9b Budget considerations 2024/2025: The Draft 2024 CNSWJO Statement of Budget and Revenue**

<b>Resolved</b>	<b>Cr R Fagan / Cr A McKibbin</b>
That the Board note the Statement of Budget and Revenue Report and;	
1. adopt the draft Statement of Budget and Revenue and place it on exhibition for 30 days;	
2. note that the budget for the next financial year includes a fee rise of 3% and a profit for the year of \$55,227; and	
3. provide advice in the Mayoral Board report regarding the Statement of Budget and Revenue seeking member feedback.	

**9c Advocacy Report**

<b>Resolved</b>	<b>Cr J Jennings / Cr J Medcalf</b>
That the Board note the Advocacy Report and;	

1. note that a report from the workshop with the Rural Doctors' Network has been circulated;
2. adopt the Advocacy Plans for
  - a. Transport;
  - b. Water;
  - c. Energy; - receive a report on end of life and ratings on renewable energy generation.
  - d. Regional Prosperity;
  - e. Health; and
  - f. Skills Shortages;
3. endorse the activities of the Opt-in Advocacy Subcommittee of Mayors, those being;
  - a. developing a media campaign on Council sustainability;
  - b. progressing advocacy for a Safe Swift and Secure Link between Sydney and Central NSW; and
  - c. providing oversight of advocacy for the renewable energy transition and council financial sustainability; and
4. endorse the following submissions that have been lodged:
  - a. Australian Productivity Commission third inquiry into the National Water Initiative – January 2024
  - b. [Submission to the review of the Regional Development Act](#)
  - c. [Draft NSW Energy Policy Framework](#)
  - d. [Essential Energy Determination 2024-29 – Revised Public Lighting Pricing Proposal](#)
  - e. [Consultation on the Future Drought Fund Investment Strategy & Funding Plan 2024-2028 – December 2023](#)
  - f. [Submission to the NSW vocational education and training \(VET\) review – November 2023](#)
  - g. [Response to the Department of Planning and Environment Lachlan Regional Water Strategy shortlisted actions – November 2023](#)
  - h. [Inquiry into the planning system and the impacts of climate change on the environment and communities – November 2023](#)
5. Lodge the following submissions under the hand of the Executive
  - a. DCCEEW Draft Restoring the Rivers Framework Consultation;
  - b. the Inquiry into the Assets, Premises and Funding of the NSW Rural Fire Service; and
  - c. the draft Terms of Reference for the IPART review of NSW council financial model.
6. correspondence be sent to Mr Phil Donato/Mr Roy Butler requesting that the Minister for Water, The Hon. Rose Jackson be approached to convene a Regional Water Security Roundtable in the region to include state and federal government representatives.
7. receive a report on leading practice in Regional Governance.

9d Community Engagement Collaboration Report

Resolved	Cr C Bembrick / Cr D Somervaille
That the CNSWJO Board note the Community Engagement Collaboration Report and	
1. adopt the Regional Report on community sentiment by Woolcott Research;	
2. note the significance of the findings on community priority for health and request the Portfolio Mayors for Health and Ageing provide feedback on ways in which the JO respond to this; and	
3. adopt the Regional PlaceMat with a proforma report to go to councils on this project.	

**9e Regional Procurement and Contracts Report**

<b>Resolved</b>	<b>Cr J Medcalf / Cr A McKibbin</b>
That the Board note the Procurement and Contract Management report and;	
<ol style="list-style-type: none"> <li>1. approve the updates to the procurement plan; and</li> <li>2. endorse the updated Procurement Policy to include the sustainable procurement clause noting that implementation of such will occur over a 12-month period under the Best Practice in Aggregated Procurement Program.</li> </ol>	

**9f Disaster Risk Reduction Fund Program Report**

<b>Resolved</b>	<b>Cr N Westcott / Cr M Statham</b>
That the Board note the Disaster Risk Reduction Fund Program report and;	
<ol style="list-style-type: none"> <li>1. request that members nominate key staff members for the opportunity to extend licenses for the Emergency Services Spatial Information Library (ESSIL) platform beyond emergency staff;</li> <li>2. commend to members that they support a top-down approach within Councils for essential staff to engage in the design and development of a regional Disaster Risk Reduction Integrated Planning and Reporting Framework; and</li> <li>3. commend to members that Mayors, General Managers, and other relevant staff participate in the upcoming community workshops and training sessions.</li> </ol>	

**Priority Five: Regional Transport and Infrastructure and Planning and Prioritisation****9g Transport Report**

<b>Resolved</b>	<b>Cr J Medcalf / Cr R Fagan</b>
That the Board note the Transport report and note the progress on the following projects;	
<ul style="list-style-type: none"> <li>• 'Fix Me';</li> <li>• Fixing Country Bridges; and</li> <li>• Grattan Institute.</li> </ul>	

**Priority Six: Regional Water Security and Productive Water****9h Regional Water Report**

<b>Resolved</b>	<b>Cr D Somerville / Cr J Hamling</b>
That the Board note the Regional Water Report.	

**Priority Seven: Transition to a sustainable, secure and affordable energy future****9i Energy Program Report**

<b>Resolved</b>	<b>Cr D Somerville / Cr J Medcalf</b>
That the Board note the Energy Program report and;	
<ol style="list-style-type: none"> <li>1. endorse the JONZA mid-term report;</li> <li>2. note the addition of \$59,534 in funding for the JONZA program extension to 30 June 2024;</li> <li>3. note the regional application for participating councils under the Community Energy Upgrades Fund focusing on pools;</li> </ol>	



4. endorse the draft Zero Emissions Fleet Transition Strategy, particularly the proposed 16 recommended strategic actions for CNSWJO;
5. request that member councils provide feedback on the draft regional zero emissions fleet transition strategy;
6. endorse the Business Case on the Nexus Between Energy Security and Emissions Reduction, the appendices and the Roadmap; and
7. endorse the following submissions:
  - a. Energy Policy Framework; and
  - b. AER Determination for 2024-2029 for Public Lighting.

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

<b>Resolved</b>	<b>Cr A McKibbin / Cr J Medcalf</b>
That the Board note the Quarterly Review of the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2022-2025.	

**10. Resolve into Confidential Committee of the Whole**

<b>Resolved</b>	<b>Cr J Medcalf / Cr M Statham</b>
That the Board	
<ol style="list-style-type: none"> <li>1. resolve into closed session to consider business identified, together with any late reports tabled at the meeting;</li> <li>2. pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above; and</li> <li>3. correspondence and reports relevant to the subject business be withheld from access.</li> </ol>	

**11. Executive Officer**

**11a Executive Officer Performance Review 2022-2023**

<b>Resolved</b>	<b>Cr R Fagan / Cr J Medcalf</b>
That the Board note the Executive Officer Performance Review 2022-2023 and	
<ol style="list-style-type: none"> <li>1. note the report regarding the performance management of the Executive Officer and that the performance was better than satisfactory; and</li> <li>2. note a discretionary increase of 5% to the Executive Officer's remuneration package, which reflects the performance of the Executive Officer and is in line with the Local Government Award increase from 1 July 2023 of 4.5% and the increase of the Superannuation Guarantee Charge of 0.5%.</li> </ol>	

**11b Executive Officer Transition Report**

Resolved	Cr N Westcott / Cr M Statham
That the Board note the Executive Officer Transition Report and	
1. transition all staff to be employed through the Joint Organisation;	
2. seek to have payroll and HR functions administered through a member council;	
3. adopt a 2IC model for staff management for the next twelve months;	
4. note that the Executive Officer will reduce hours to four days a week until December of this calendar year; and	
5. review the structure with the incoming Board in December of this year.	

**12. Resolve into Open Session – Cr M Statham/Cr R Fagan****13. Late Reports - Nil****14. Matters raised by Members - Nil****15. Speakers to next meeting**

- Essential Energy: Mr David Wilson / Mr Geoff Burgess
- Planning Staff – as advised by Ms G Collins
- Ministers for Transport, Energy
- Minister Housoss (Minister for Finance)
- Transgrid
- Mr Martin Rush (Mining Related Councils)

**16. Next meeting****GMAC:**

- 2 May 2024 – Oberon

**Board:**

- 23 May – Lithgow
- 22 August – Federal Parliament
- 28 November – State Parliament

Meeting closed: 12:13

**Page 6 is the last page of the Central NSW Joint Organisation meeting 29 February 2024 held at Condobolin**



CENTRAL NSW  
JOINT ORGANISATION

## **Central NSW Joint Organisation**

### **Budget and Statement of Revenue Policy 2024-2025**

Draft for Public Comment

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## Budget and Statement of Revenue Policy 2024-2025

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 2024-2025, contributions from member councils of the Joint Organisation of \$964,909 has been determined with the following breakdown:

- Membership & Administration: \$369,984
- Membership of various programs: \$594,925  
(Operational, CNSWJO Water Utilities Alliance, Tourism & 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:

- 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. 2024-2025 Budget

### Central NSW Joint Organisation Budget 2024/2025

	Budget 2024/2025
<b>Income</b>	
CNSWJO Membership Fees	369,984
CWUA Best Practice Program	334,440
CNSWJO Regional Tourism Group	122,591
CNSWJO Operational Membership	126,035
WRAS	11,859
	<b>\$964,909</b>
Grant funding - JONZA	\$155,000
Grant funding - Bridges Project Mgmt	\$12,746
Grant funding - Disaster Ready Fund	\$202,195
	<b>\$369,941</b>
CWUA -Smart Approved Watermark	19,767
	<b>\$19,767</b>
HR - Regional Training Service Income	100,000
	<b>\$100,000</b>

Management Fees from Contracts	320,000
Management Fee from LGP	50,000
	<b>\$370,000</b>
Copyright Licence	20,000
Cyber Security (from members)	200,000
Vehicle Lease Back - Net Zero and Operational Programs Mgr	5,000
Interest	20,000
	<b>\$245,000</b>
<b>Total Income</b>	<b>\$2,069,617</b>

### Expenditure

Executive Officer Costs	150,000
Executive Officer Vehicle Costs & Depn	10,000
2IC / Net Zero and Operational Programs Manager incl Vehicle	45,065
Finance Manager	80,300
Project Officer - Procurement (mat leave until April 2025)	36,506
Project Officer - BPAP (and mat leave backfill)	79,928
Project Officer - Operations	60,438
Project Support Officer - Energy and Resilience	2,400
Cybersecurity Project	203,000
Executive Support and Admin Officer	80,000
Productive Water and Advocacy Manager - JO costs	56,000
CWUA - Best Practice Program (inc staff)	334,440
CWUA - Smart Approved Watermark	19,767
Grant - Bridges (inc staff)	12,746
Grant - JONZA (inc staff)	155,000
Grant - Disaster Ready Fund (inc staff)	202,195
Disaster Ready Program (JO costs)	86,655
CNSWJO Regional Tourism Group Marketing	122,591
SSRP review	35,000
Remuneration of the Chair	10,000
WRAS	11,859
HR - Training Service Costs	95,000
Regional Medical Student Scholarship	15,000
Advocacy	15,000
Accounting/Audit/Financial Services Support	29,000
Bank Fees and Sundry Costs	2,500
Computer Software/Licences	2,000
Procurement Software	4,000
Copyright Licence	20,000

Depreciation (excl vehicles)	4,000
Internet Cloud	10,000
Legal	10,000
Operational Teams Costs	10,000
Printing/Stationery/Postage	1,000
Zoom Conferences	1,500
Website Hosting and Costs	1,500
<b>Total Expenditure</b>	<b>\$2,014,390</b>
<b>Net Profit/Loss</b>	<b>\$55,227</b>



## **4 GENERAL COMMITTEE RECOMMENDATIONS - MONDAY, 11 MARCH 2024**

File Number: D24/361

Author: Paul Devery, General Manager

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The Committee refers the following recommendations to Council:

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

#### **4.1 Donation - Wyangala Fireworks Committee - Commercial Waste Event Bin Hire charges**

##### **RECOMMENDATION**

That Council provides a 50% donation in the sum of \$200 for Commercial Waste Event Bin Hire charges to Wyangala Country Club Fireworks Committee for the annual bonfire and fireworks event to be held on 9 June 2024.

#### **4.2 Investments**

##### **RECOMMENDATION**

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

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

##### **RECOMMENDATION**

That the draft Minutes of the Cowra Regional Art Gallery Advisory Committee meetings held on 8 November and 13 December 2023 be noted.

### **DIRECTOR-INFRASTRUCTURE & OPERATIONS REPORT**

#### **4.4 Committee Minutes - Traffic Committee**

##### **RECOMMENDATION**

- 1. That the minutes of the Traffic Committee meeting held on 19 February 2024 be noted.**
- 2. That Council approves the route of the Class 2 special event to be held as**

part of the ANZAC Day Parade on 25 April 2024 subject to compliance with the requirements of Transport for New South Wales (TfNSW) and NSW Police.

3. That Council approves the Class 3 special event, to be held on 27-28 April 2024 as the “Bumbaldry @ Woodstock Endurance Ride”, subject to compliance with the requirements of Transport for New South Wales (TfNSW) and NSW Police.
4. That Mulyan Street from Redfern Street to Nangar Street, and Nangar Street from Mulyan Street to 17 Nangar Street, be approved for Tier 1, PBS Level 2B, 30m “A- Double” access at Higher Mass Limits (HML).

#### **4.5 Section 355 Committee Minutes - Saleyards Committee**

##### **RECOMMENDATION**

1. That the minutes of the Saleyards Committee meeting held on 9 November 2023 be noted.
2. That the minutes of the Saleyards Committee meeting held on 22 February 2024 be noted.

#### **DIRECTOR-ENVIRONMENTAL SERVICES REPORT**

- 4.6 Development Application No. 137/2021, Lot 1 DP 519943, Campbell Street Cowra, general industry (continued use of existing buildings & site to manufacture precast concrete & steel construction products), lodged by Westcast Pty Ltd**

##### **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 3 submissions were received; and
2. That Development Application No. 137/2021, for a general industry (continued use of existing buildings & site to manufacture precast concrete & steel construction products) on Lot 1 DP 519943, Campbell Street Cowra be subject to the following conditions:

##### **PLANS & DOCUMENTATION**

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.

<b>Plan No./ Supporting Document</b>	<b>Prepared by/Reference Details</b>	<b>Cowra Shire Council Reference</b>
<b>Site Diagram Sheet A000 E Rev E</b>	<b>Vision Town Planning Consultants 26 April 2023</b>	<b>Received 23 May 2023 Stamped No. DA 137/2021(C)</b>
<b>Proposed Shed/Site Plan Sheet A001 N Rev I</b>	<b>Vision Town Planning Consultants 30 August 2023</b>	<b>Received 4 September 2023 Stamped No. DA 137/2021(C)</b>
<b>Extent of Subject DA Sheet A003 B Rev B</b>	<b>Vision Town Planning Consultants 26 April 2023</b>	<b>Received 23 May 2023 Stamped No. DA 137/2021(C)</b>
<b>Existing Shed/Site Plan Sheet EX001 C Rev C</b>	<b>Vision Town Planning Consultants 9 May 2023</b>	<b>Received 23 May 2023 Stamped No. DA 137/2021(C)</b>
<b>Proposed Car Parking Plan Sheet I Version I</b>	<b>Vision Town Planning Consultants 24 April 2023</b>	<b>Received 23 May 2023 Stamped No. DA 137/2021</b>
<b>Proposed Screening Wall Version I Amendment B</b>	<b>Vision Town Planning Consultants 31/08/2023</b>	<b>Received 4 September 2023 Stamped No. DA 137/2021</b>
<b>Proposed Screening Wall – Line of Sight Plan Sheet No.2 Version I</b>	<b>Vision Town Planning Consultants 29/08/2023</b>	<b>Received 4 September 2023 Stamped No. DA 137/2021</b>
<b>Proposed Security Lighting Sheet No.4 Version I</b>	<b>Vision Town Planning Consultants 30/08/2023</b>	<b>Received 4 September 2023 Stamped No. DA 137/2021</b>
<b>Tree Inspection Report</b>	<b>JG Arbor 29/05/2023</b>	<b>Received 6 December 2023 Stamped No. DA 137/2021(C)</b>
<b>Washout Pit Layout Drawing No. WC-IH-</b>	<b>Civilcast Pty Ltd 16/12/2022</b>	<b>Received 23 May 2023</b>

<b>002</b> <b>Rev B</b> <b>Sheets 1 to 5</b>		<b>Stamped No. DA</b> <b>137/2021(B)</b>
<b>Conceptual</b> <b>Stormwater</b> <b>Management Plan</b> <b>Rev P4</b>	<b>Calare Civil</b> <b>11/08/2023</b>	<b>Received</b> <b>4 September 2023</b> <b>Stamped No. DA</b> <b>137/2021(B)</b>
<b>Traffic Impact</b> <b>Assessment</b> <b>Version 07</b>	<b>Traffix</b> <b>August 2023</b>	<b>Received</b> <b>14 September 2023</b> <b>Stamped No. DA</b> <b>137/2021(C)</b>
<b>Air Quality</b> <b>Assessment</b> <b>Rev 03</b>	<b>Vipac</b> <b>29 August 2023</b>	<b>Received</b> <b>4 September 2023</b> <b>Stamped No. DA</b> <b>137/2021(C)</b>
<b>Acoustic Report</b> <b>Revision R011</b>	<b>Acoustic Works</b> <b>30/08/2023</b>	<b>Received</b> <b>4 September 2023</b> <b>Stamped No. DA</b> <b>137/2021(D)</b>
<b>Preliminary</b> <b>Contamination</b> <b>Investigation</b> <b>Rev 1</b> <b>Report No. R13508c1</b>	<b>Envirowest Consulting Pty</b> <b>Ltd</b> <b>26/8/2021</b>	<b>Received</b> <b>10 December 2021</b> <b>Stamped No. DA</b> <b>137/2021</b>
<b>Contamination</b> <b>Investigation around</b> <b>former AST</b> <b>Rev 0</b> <b>Report No. R13508c2</b>	<b>Envirowest Consulting Pty</b> <b>Ltd</b> <b>2/3/2022</b>	<b>Received</b> <b>30 May 2023</b> <b>Stamped No. DA</b> <b>137/2021</b>
<b>Validation Report</b> <b>Rev 0</b> <b>Report No. R13508val</b>	<b>Envirowest Consulting Pty</b> <b>Ltd</b> <b>6/7/2023</b>	<b>Received</b> <b>1 August 2023</b> <b>Stamped No. DA</b> <b>137/2021</b>
<b>Smart Tank ST033</b> <b>Spec Sheet &amp;</b> <b>Drawings</b> <b>Rev A</b>	<b>DURO TANK</b> <b>8/3/2019</b>	<b>Received</b> <b>23 May 2023</b> <b>Stamped No. DA</b> <b>137/2021</b>
<b>Environmental</b> <b>Impact Statement</b> <b>Version 6</b>	<b>Vision Town Planning</b> <b>Consultants</b> <b>31/08/2023</b>	<b>Received</b> <b>4 September 2023</b> <b>Stamped No. DA</b> <b>137/2021(D)</b>

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 Environmental Management Plan required under the EPA's General Terms of Approval must include the management of the remediated area (as per report no. R13508emp prepared by Envirowest Consulting Pty Ltd dated 19/07/2023).

#### **NSW EPA GENERAL TERMS OF APPROVAL**

4. Except as expressly provided by these General Terms of Approval (GTAs) or by any conditions of consent granted by Cowra Council or the conditions of an in-force environment protection licence issued by the Environment Protection Authority (EPA), works and activities must be carried out in accordance with the proposal contained in:
  - i. the Development Application 10.2021.137.10 submitted to Cowra Council; and
  - ii. any other additional information provided to Council and uploaded to the NSW Planning Portal (Agency Concurrence and Referral Portal).
5. Should any conflict exist between the aforementioned documents, the most recent document or revision supersedes the conflict, except where superseded by any conditions of approval issued by Council or the conditions of an in-force Environment Protection Licence issued by the EPA.
6. An Environmental Management Plan must be prepared and implemented within 3 months of development consent being granted. The plan must include, but not be limited to:
  - i. The identification and mitigation of potential impacts to surface water and soils. The plan must make reference to the requirements outlined in the document "Managing Urban Stormwater: Soils and Construction (Landcom, 2004);
  - ii. Air quality (dust) management measures;
  - iii. Waste handling measures;
  - iv. Noise management measures; and
  - v. Reference all air, water, noise, waste mitigation measures identified in the Environmental Impact Statement (Section G and specialist appendices).

**7. Hours of Operation:**

Concrete panel production activities related to the Proposal may only be undertaken during the following hours:

- 7:00 am to 6:00 pm, Monday to Fridays;
- 8:00 am to 1:00 pm, Saturdays, and
- at no time on Sundays or Public Holidays.

Truck movements and equipment maintenance relating to the Proposal may only be undertaken during the following hours:

- 7:00 am to 10:00 pm, Monday to Fridays;
- 8:00 am to 1:00 pm, Saturdays, and
- at no time on Sundays or Public Holidays.

8. Trucks entering and leaving the premises that are carrying potentially dust generating loads on public roads must be covered at all times, except during loading and unloading.
9. All internal roads must be maintained in a condition that prevents or minimises the emission into the air of air pollutants (which includes dust).
10. All trucks and mobile plant operating within the premises must be fitted (where there is a requirement for such devices to be fitted under the Work Health and Safety legislation) with broad-spectrum reversing alarms.
11. The Proponent must apply for and hold an in-force Environment Protection Licence issued by the EPA prior to the Proponent carrying out any scheduled activities under the *Protection of the Environment Operations Act 1997* as proposed.

**TRANSPORT FOR NSW CONDITIONS**

12. The applicant must comply with the requirements of T HR CI 12090 ST Airspace and External Developments (Link: <https://www.transport.nsw.gov.au/industry/asset-standards-authority/find-a-standard/airspace-and-external-developments-1>) and Development Near Rail Corridors and Busy Roads- Interim Guidelines (Link [development-near-rail-corridors-and-busy-roads-interim-guideline-2008.ashx](https://www.transport.nsw.gov.au/industry/asset-standards-authority/find-a-standard/development-near-rail-corridors-and-busy-roads-interim-guideline-2008) (nsw.gov.au)). Please note that State Environmental Planning Policy (Infrastructure) 2007 referred in the above documents has been superseded by State Environmental Planning Policy (Transport and Infrastructure) 2021.
13. If required, the applicant must submit an application to UGLRL for approval of TAHE prior to any use of cranes and equipment in the air

space over the rail corridor. The use of Equipment must be in accordance with the AS 2550 series of Australian Standards, Cranes, Hoist and Winches, including AS2550 15-1994 Cranes – Safe Use - Concrete Placing Equipment.

## **ESSENTIAL ENERGY CONDITIONS**

**14. Required distances from the nearest part of the development to Essential Energy's infrastructure (measured horizontally) are listed below to ensure that there is no safety risk.**

- **High Voltage 66000 Volt power line = 30 metres**
- **High Voltage 11000 volt power line = 25 metres**
- **High Voltage pad mounted distribution transformer = 3 metres minimum to any structure - 6 Metres from containers containing Flammables - 6 metres from Air Filtration/conditioning/ventilation units.**

**15. Underground assets:**

- **Pillars/Pits must be clear of any obstruction be a minimum of 500mm, including fences, vegetation, driveways, garden beds etc.**
- **Fences or bollards on the boundary of a padmount substation must comply with the following:**
  - i. **The fence is segregated by an insulating panel to prevent transfer of earth voltage rise under fault conditions**
  - ii. **That portion of the fence or bollards adjacent to the substation must be earthed to Essential Energy standards**
  - iii. **Any fence posts or bollards must be clear of cable routes**
  - iv. **Access is always maintained.**
- **The ground surface within the clearance zone of a padmount substation must be either grass or woodchip, any other surface treatment must be approved by Essential Energy, this includes any increase of ground levels or excavation.**
- **Vegetation must remain clear of clearance zones for underground cables.**
- **Structures must not be placed over the top of cables unless approved by Essential Energy.**
- **High Voltage 11000 volt underground cable = 1 metre from the located/and potholed by approved means centre line.**

- **Low Voltage 415 volt Underground Cables = 500mm from the located/and potholed by approved means centre line.**
- 16. It is also essential that all works comply with SafeWork clearance requirements. In this regard it is the responsibility of the person/s completing any works to understand their safety responsibilities. The applicant will need to submit a Request for Safety Advice if works cannot maintain the safe working clearances set out in the Working Near Overhead Powerlines Code of Practice, or CEOP8041 - Work Near Essential Energy's Underground Assets.**
- Information relating to developments near electrical infrastructure is available on our website Development Applications ([essentialenergy.com.au](http://essentialenergy.com.au)). If the applicant believes the development complies with safe distances or would like to submit a request to encroach then they will need to complete a Network Encroachment Form via Essential Energy's website Encroachments ([essentialenergy.com.au](http://essentialenergy.com.au)) and provide supporting documentation. Applicants are advised that fees and charges will apply where Essential Energy provides this service.
- 17. Any existing encumbrances in favour of Essential Energy (or its predecessors) noted on the title of the above property should be complied with.**
- 18. Any activities in proximity to electrical infrastructure must be undertaken in accordance with the latest industry guideline currently known as ISSC 20 Guideline for the Management of Activities within Electricity Easements and Close to Infrastructure.**
- 19. Prior to carrying out any works, a "Dial Before You Dig" enquiry should be undertaken in accordance with the requirements of Part 5E (Protection of Underground Electricity Power Lines) of the Electricity Supply Act 1995 (NSW); the location of overhead and underground powerlines are also shown in the Look Up and Live app [essentialenergy.com.au/lookupandlive](http://essentialenergy.com.au/lookupandlive).**

#### **GENERAL CONDITIONS**

- 20. 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.**
- 21. No advertising sign and/or structure other than that which is permitted under this development approval or permissible without consent (exempt development) is to be erected as part of the approved development until a formal application has been submitted to Council and a development consent has been issued.**
- 22. All traffic movements in and out of the development are to be in a forward direction.**
- 23. The emission of noise from the premises must be in accordance with the**



recommendations of the Noise and Vibration Impact Assessment prepared by Spectrum Acoustics Pty Ltd and the Noise Policy for Industry published by the NSW Environment Protection Authority (2017).

24. Liquid trade waste material is not to be discharged into the sewerage system without first obtaining the approval of Cowra Shire Council. An approval is needed if liquid trade waste is being discharged into the sewer. A liquid trade waste notification is required if it is produced, but not discharged into Council's sewer system.
25. Disabled access and parking are to be afforded to the site in accordance with the provisions of Part D3 Access for people with a disability – BCA Volume I.
26. Council's responsibility for the 200mm Asbestos Cement Reticulation main ends at the first join south of the water meter. As a result, Westcast Pty Ltd shall be responsible for all water infrastructure south of this point.

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

27. Prior to the issue of a Construction Certificate, a detailed Stormwater Management Plan shall be submitted to Council's Director – Infrastructure & Operations for approval. The plan is to demonstrate that:
  1. Adequate provision will be made for the estimated potential stormwater runoff from the development to the satisfaction of Council. Plans must also state control measures for erosion and sedimentation.
  2. An 80% reduction in Total Suspended Solids, 60% reduction in Total Phosphorous and 45% reduction in Total Nitrogen can be achieved.
28. Prior to the issue of a Construction Certificate, a detailed Landscape Plan is to be submitted to Council's Director – Environmental Services for approval. The plan is to detail the proposed landscape screening works including a maintenance schedule.
29. 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 Subdivision Certificate or 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 Development <sup>1</sup>	Levy Percentage	Total Contribution	Contribution Rate Remains Current
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				Until
Section 94A Contribution <sup>2</sup>	\$510,000.00	1%	\$5,100.00	30 June 2024
<b>Notes</b> <sup>1</sup> As shown on the Development Application/Construction Certificate Application/Complying Development Certificate Application <sup>2</sup> 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 <a href="http://www.cowracouncil.com.au">www.cowracouncil.com.au</a>				

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

30. 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 Cowra Shire 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.
31. 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'.
32. 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 the approved Stormwater Management Plan and Part B of Cowra Shire Council Development Control Plan 2021 at all times.

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

33. 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.
34. 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.
35. 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.

36. 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.
37. Car parking facilities, including all internal parking and manoeuvring areas are to be constructed and sealed in accordance with Australian Standard 2890.1 Off-Street Car Parking, Australian Standard 2890.2 Commercial Vehicle Facilities and Australian Standard 2890.6 Off-street parking for people with disabilities. They are to include all necessary line marking, directional arrows and signage to delineate parking spaces, traffic flow and traffic priority. All costs associated with the construction of the parking area shall be borne by the Applicant.
38. 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.
39. The applicant must obtain any approvals required under Section 68 of the Local Government Act 1993 for water supply work, sewerage and stormwater drainage work or the disposal of liquid waste into Council's sewer.

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

40. The Applicant must obtain a Whole or Partial Occupation Certificate from the Principal Certifier appointed for the subject development.
41. Prior to the issue of any Occupation Certificate, landscaping is to be installed and maintained in accordance with the approved plans.
42. Prior to the issue of any Occupation Certificate, the visual screening wall is to be constructed in accordance with the approved plans.
43. Prior to the issue of any Occupation Certificate, security lighting is to be installed in accordance with the approved plans.
44. Prior to the issue of any Occupation Certificate, carparking is to be constructed and line-marked in accordance with the approved plans.

45. Prior to the issue of any Occupation Certificate stormwater construction is to conform to the approved plans. A “Works as Executed” plan of the plumbing and drainage work is to be provided to and approved by Council at the completion of the work.
46. The Applicant is to prepare and implement a Traffic Management Plan and Driver Code of Conduct for the task of transporting materials on public roads. The TMP will also apply to any haulage undertaken via contractors. The plan is to be submitted and concurred to by Council as the consent and roads authority. The plan should include consideration of (but is not limited to) the following issues:
- Restricting haulage operations during local school bus pick up/drop off times. Relevant consultation with local schools and local school bus operators should be undertaken and demonstrated.
  - Policies and procedures for addressing any concerns raised by the community on project related matters.
  - Toolbox meetings to facilitate continuous improvement initiatives and incident awareness.
  - Truckloads are to be covered at all times when being transported, to minimise dust and loss of material onto roads which may form a traffic hazard.
  - Measures to ensure responsible fatigue management and discourage driving under the influence of alcohol and/or drugs, dangers of mobile phone use and driving to the conditions, and adherence to posted speed limits.
47. A Fire Safety Certificate completed by a competent fire safety practitioner shall be furnished to the Principle Certifier for all the Essential Fire Safety Measures specified in the current fire safety schedule for the building, prior to the issue of any Occupation Certificate. The Fire Safety Certificate must be issued using the standard template form published by the NSW Government. A copy of the Fire Safety Certificate must be predominately displayed in the building and a copy submitted to Council by the Principle Certifier with the Occupation Certificate. An electronic copy of the Final Fire Safety Certificate (together with a copy of the current Fire Safety Schedule) shall also be forwarded to the Fire Commissioner via the following dedicated email address: [afss@fire.nsw.gov.au](mailto:afss@fire.nsw.gov.au)
48. An Annual Fire Safety Statement completed by a competent fire safety practitioner for all the Essential Fire Safety Measures applicable to the building must be given to Council and a copy forwarded to the Fire Commissioner via the dedicated email address [afss@fire.nsw.gov.au](mailto:afss@fire.nsw.gov.au):
- (i) within 12 months after the date on which an annual fire safety statement was previously given, or
  - (ii) if a fire safety certificate has been issued within the previous 12

months, within 12 months after the fire safety certificate was issued, whichever is the later.

**An Annual Fire Safety Statement must be issued using the standard template form published by the NSW Government. A copy of the Annual Fire Safety Statement (together with a copy of the current fire safety schedule) must also be prominently displayed in the building.**

#### **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 Acting General Manager**

File Number: D24/407

Author: Paul Devery, General Manager

### **RECOMMENDATION**

**That the Director – Infrastructure & Operations, Mr Dirk Wymer, be appointed Acting General Manager for the period 10 -15 April 2024 inclusive due to the General Manager’s absence on leave.**

---

### **INTRODUCTION**

I will be on leave from 10-15 April 2024 inclusive. I recommend that the Director – Infrastructure & Operations, Mr Dirk Wymer, be appointed Acting General Manager for the period 10-15 April 2024 inclusive due to my absence.

### **BUDGETARY IMPLICATIONS**

Nil

### **ATTACHMENTS**

Nil

**5.2 Section 355 Committee Draft Minutes - CBD Committee**

File Number: D24/408

Author: Paul Devery, General Manager

**RECOMMENDATION**

**That the draft minutes of the CBD Committee meetings held on 29 February 2024 and 6 March 2024 be noted.**

---

**INTRODUCTION**

The draft Minutes of the Cowra Council Section 355 CBD Committee are presented for information and noting.

**BACKGROUND**

Attached for the information of Councillors are the draft minutes from the Section 355 Committee – CBD Committee meetings held on 29 February 2024 and 6 March 2024.

**BUDGETARY IMPLICATIONS**

N/A

**ATTACHMENTS**

1. Draft Minutes - CBD Committee - 29 February 2024 [↓](#)
2. Draft Minutes - CBD Committee 6 March 2024 [↓](#)



# **MINUTES**

## **CBD Committee Meeting 29 February 2024**



**CBD COMMITTEE MEETING MINUTES****29 FEBRUARY 2024****Order Of Business**

<b>1</b>	<b>Acknowledgement of Country .....</b>	<b>3</b>
	<b>Cr Cheryl Downing delivered the Acknowledgement of Country. ....</b>	<b>3</b>
<b>2</b>	<b>Apologies .....</b>	<b>3</b>
<b>3</b>	<b>Confirmation of Minutes.....</b>	<b>3</b>
<b>4</b>	<b>General Business.....</b>	<b>3</b>
	4.1 Data Update .....	3
	4.2 Presentation - Village Well .....	3
<b>5</b>	<b>Next Meeting Date .....</b>	<b>4</b>
<b>6</b>	<b>Meeting Close.....</b>	<b>4</b>

**CBD COMMITTEE MEETING MINUTES****29 FEBRUARY 2024**

**MINUTES OF COWRA COUNCIL  
CBD COMMITTEE MEETING HELD AT THE NGULUWAY ROOM, DARLING  
STREET, COWRA  
ON 29 FEBRUARY 2024 AT 6PM**

**PRESENT:** Cr Sharon D'Elboux (Chair), Cr Cheryl Downing, Cr Erin Watt, Cr Paul Smith (Deputy Mayor), Phillip Beer, Zachary Jones, Christine Muddle, Martina Lindsay, Jesse Murphy, Kurt Overzet, Ian Docker, Amy Gormly, Marc McLeish

**IN ATTENDANCE:** Ponie De Wet, Gilbert Rochecouste (Village Well), Sally Ngai (Village Well)

**1 ACKNOWLEDGEMENT OF COUNTRY**

Cr Cheryl Downing delivered the Acknowledgement of Country.

**2 APOLOGIES**

Cr Bill West (arrived 6.11pm), Stassi Austin (arrived 6.25pm), Ashlea Field (arrived 7.15pm), Paul Devery

**3 CONFIRMATION OF MINUTES**

**RECOMMENDATION**

**That the minutes of CBD Committee Meeting held on 16 January 2024 be confirmed with amendment to workshop date (to 2 March 2024) and February CBD Committee meeting date (to 29 February 2024).**

Moved: Martina Lindsay

Seconded: Amy Gormly

**4 GENERAL BUSINESS**

**4.1 Data Update**

Cowra Business Officer Ponie De Wet provided a briefing on the SpendMapp Report for January 2023.

**4.2 Presentation - Village Well**

- Cr D'Elboux confirmed that the CBD Workshop will be held on 2 March 2024 from 1-4pm at Club Cowra, with refreshments available.
- The workshop has 181 registrations, and is currently sold out
- Cr D'Elboux thanked the Committee for driving the registrations, and thanked the Council staff of Paul Devery, Ponie De Wet and Dane Millerd for their efforts, as well as finance and admin staff for their assistance.
- Village Well introduced themselves and provided an overview of the goals and

**CBD COMMITTEE MEETING MINUTES****29 FEBRUARY 2024**

aspirations for the workshop, including unlocking small business potential; harnessing community inspiration, connection and buy-in from the community; moving forward to focus on the future of the town with a readiness to accent the positives, such as the river, parks and charm of Cowra.

- Village Well held a workshop with committee participants. Information recorded and to be included in the Can Do Cowra workshop report.

**5 NEXT MEETING DATE**

The next meeting will be held on 19 March 2024 at 6pm in the Nguluway Room, Darling Street, Cowra.

**6 MEETING CLOSE**

The Meeting closed at 8.15am.

.....  
**CHAIRPERSON**



# **MINUTES**

## **CBD Committee Meeting 6 March 2024**

**CBD COMMITTEE MEETING MINUTES****6 MARCH 2024****Order Of Business**

<b>1</b>	<b>Acknowledgement of Country .....</b>	<b>3</b>
	<b>The Acknowledgement of Country was delivered by Cr Sharon D'Elboux. ....</b>	<b>3</b>
<b>2</b>	<b>Apologies .....</b>	<b>3</b>
<b>3</b>	<b>Confirmation of Minutes.....</b>	<b>3</b>
<b>4</b>	<b>General Business.....</b>	<b>3</b>
	<b>4.1 CBD Workshop .....</b>	<b>3</b>
<b>5</b>	<b>Next Meeting Date .....</b>	<b>4</b>
<b>6</b>	<b>Meeting Close.....</b>	<b>4</b>

**CBD COMMITTEE MEETING MINUTES****6 MARCH 2024**

**MINUTES OF COWRA COUNCIL  
CBD COMMITTEE MEETING HELD AT THE NGULUWAY ROOM, DARLING  
STREET, COWRA  
ON 6 MARCH 2024 AT 6PM**

**PRESENT:** Cr Bill West, Cr Sharon D'Elboux, Cr Erin Watt, Cr Paul Smith (Deputy Mayor), Phillip Beer, Ashlea Field, Martina Lindsay, Jesse Murphy, Ian Docker, Amy Gormly, Marc McLeish

**IN ATTENDANCE:** Paul Devery (General Manager), Ponie De Wet (Cowra Business Officer)

**1 ACKNOWLEDGEMENT OF COUNTRY**

The Acknowledgement of Country was delivered by Cr Sharon D'Elboux.

**2 APOLOGIES**

Cr Cheryl Downing, Christine Muddle, Kurt Overzet, Zachary Jones, Stassi Austin

**3 CONFIRMATION OF MINUTES**

The minutes of CBD Committee Meeting held on 29 February 2024 were carried over.

**4 GENERAL BUSINESS**

**4.1 CBD Workshop**

The meeting was devoted to a debrief following the CBD workshop conducted on 2<sup>nd</sup> March and facilitated by Village Well. A few points made in the discussion included:

- 180 registered and approximately 120 turned up
- A very positive attitude in the room
- Consideration of an online survey for those who were not able to attend was raised
- Discussed how to proceed with those who had put their names down to be involved going forward. Cr Watt and Jesse Murphy volunteered to make contact and meet with the group
- Looking forward to seeing the results of the workshop presented back to the committee by Village Well.

**CBD COMMITTEE MEETING MINUTES****6 MARCH 2024****5 NEXT MEETING DATE**

The next meeting will be held on 19 March 2024 at 6pm in the Nguluway Room, Darling Street, Cowra.

**6 MEETING CLOSE**

The Meeting closed at 7.15pm.

.....  
**CHAIRPERSON**

**5.3 Recycling Service**

File Number: D24/415

Author: Paul Devery, General Manager

**RECOMMENDATION**

- 1. That Council acknowledge the failure to process kerbside recycling collected between January 2018 and May 2019;**
- 2. That Council commit to taking appropriate measures to ensure kerbside recycling processing is maximised in the future.**

---

**INTRODUCTION**

Council levies a Domestic Waste Management charge under section 496 of the Local Government Act with two components being the 'garbage service' and the 'recycling service'.

**BACKGROUND**

Council received reports from the Director of Infrastructure and Operations in September 2023 on operations over recent years at the Materials Recycling Facility (MRF).

The report contained the following advice with the key sentence relevant to this report highlighted:

*.. at the commencement of the CDS the potential volumes to be sorted as part of the scheme were unknown. The following table demonstrates that the CDS volumes received far exceeded kerbside volumes and exceeded the capacity of the single sorting line and staff capacity.*

*This was initially managed by sharing the storage area and assigning morning and afternoon shifts to each product line. However, available space was limited for the volume of incoming material.*

*As an interim measure:*

- unsorted CDS material was stored on an alternate 'on ground' CDS stockpile due to lack of storage space at the rear of the MRF. The CDS material is 'clean'; minimal contamination due to the sorting and payment facility and could therefore be stored on the ground;*
- unsorted yellow bin material was diverted direct to landfill if storage space at the rear of the MRF was limited.*

*The dedicated CDS line was constructed in August 2018 and was at full operational capacity in January 2019. In the time period between January 2018 and May 2019 an operational decision was taken to prioritise the CDS sorting line over the kerbside sorting line due to the high volume of CDS material being received at the site. It should be noted that none of the CDS material was permitted to be disposed of in landfill under the Waste Avoidance and Resource Recovery (Container Deposit Scheme) Regulation 2017.*

*During this period 990T of inbound kerbside collection was diverted direct to landfill without sorting; potentially 430T of recycled material that was not recovered.*

*From May 2019 the yellow bin recycling concrete paved storage area was returned to full service and minimised any diversion of yellow bin material direct to landfill for the period up to January 2020.*

Councillors have been considering over the past few months how best to address this regrettable situation and properly inform the community. The consensus of those discussion has been that,



while council acknowledges the lack of transparency around the decision made at the time, providing a refund that would have to be paid for by those very same consumers is not a sensible course of action.

By way of background the following tables indicate the services, revenue and expenditure over this period:

**Recycling charge and number levied in July 2017 for 2017/2018 year:**

<u>Category</u>	<u>No. Services</u>	<u>Charge</u>	<u>Yield</u>
Residential	4,503	\$112	\$504,366
Commercial – single service	52	\$228	\$ 11,856
Commercial – multiple service	75	\$112	<u>\$ 8,400</u>
			<b>\$524,592</b>

**Recycling charge and number levied in July 2018 for 2018/2019 year:**

<u>Category</u>	<u>No. Services</u>	<u>Charge</u>	<u>Yield</u>
Residential	4,538	\$115	\$521,870
Commercial – single service	54	\$235	\$ 12,690
Commercial – multiple service	79	\$115	<u>\$ 9,085</u>
			<b>\$543,645</b>

As indicated earlier, the recycling was deposited to landfill from January 2018 to May 2019. For the 2017/2018 year this equates to 50% of the year and for 2018/2019 equates to 92% of the year.

Multiplying those percentages by the figures above:

50% of \$524,592	= \$262,296
92% of \$543,645	= \$498,341
Total	= \$760,637

A refund of this magnitude would have a significant detrimental impact on the Waste Fund. In reality any refund would be a cost in one year and recouped with higher charges over the ensuing years, a course of action that is counter-productive and not recommended.

This situation is not purely a financial consideration. There are many other factors to consider including changes in home ownership, costs incurred in collection together with the legal and ethical aspects. It is important to strike a balance that ensures fairness, sustainability, and accountability.

What is recommended is that council acknowledges the mistake made at the time, acknowledge the reputational damage and seek to rebuild trust from the community by implementing demonstrable measures to increase the waste management, recycling and resource recovery practices of council.

Cowra Council has a long history of being at the forefront of waste management amongst regional and rural councils, with Cowra's decision in the 1990s to close the old Cowra tip and establish the materials recycling facility a major step forward in that endeavour and a visionary decision that positioned council to make the progress it has in recycling and resource recovery.

The current Council has continued this strong focus on improving waste management and recycling within the shire. This has been evident in the development and adoption of the Community Strategic Plan following the December 2021 election and in the subsequent Delivery Program and Operational Plans that have been adopted and implemented.

This renewed focus has seen investment in infrastructure, such as the recent decision to allocate \$180,000 to extend the concrete storage area at the MRF. A measure aimed at ensuring the mistakes of previous years are not made again and recycling within our community is maximised.

The current draft Waste and Resource Recovery Strategy is another major step forward in this area, signalling council's commitment and forecasting significant investment over the coming decade in additional measures to meet NSW Government and community expectations.

### **CONCLUSION**

Council has in recent times been considering the impact of failing to process kerbside recycling collected in the period between January 2018 and May 2019. While there is no question council needs to acknowledge the mistake made at the time, rather than provide direct rebates that in the end are a cost borne by consumers, alternative solutions are favoured such as proactively investing in additional storage to provide greater surety that recycling collected will be processed, delivering community environmental projects or enhanced recycling education programs to contribute to the community's long-term sustainability and ensuring internal decision-making processes are robust and aligned with council's objectives.

### **BUDGETARY IMPLICATIONS**

Nil

### **ATTACHMENTS**

Nil

## **6 DIRECTOR-CORPORATE SERVICES**

### **6.1 Section 355 Committee Draft Minutes - Audit, Risk & Improvement Committee - 7 March 2024**

File Number: D24/265

Author: Michael Jones, Director - Corporate Services

#### **RECOMMENDATION**

**That the draft Minutes of the Audit, Risk & Improvement Committee meeting held on 7 March 2024 be noted.**

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#### **INTRODUCTION**

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

#### **BUDGETARY IMPLICATIONS**

Nil

#### **ATTACHMENTS**

- I. DRAFT Minutes - Audit, Risk & Improvement Committee - 7 March 2024 [↓](#)



# **MINUTES**

## **Audit, Risk & Improvement Committee Meeting Thursday, 7 March 2024**

**AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING  
MINUTES**
**7 MARCH 2024****Order Of Business**

<b>1</b>	<b>Welcome</b>	
<b>2</b>	<b>ApologY</b>	
<b>3</b>	<b>Declarations of Interest</b>	
<b>4</b>	<b>Confirmation of Minutes</b> .....	<b>3</b>
<b>5</b>	<b>Business Arising from Previous Minutes</b> .....	<b>3</b>
<b>6</b>	<b>Questions for Directors (advance notice required)</b> .....	<b>3</b>
6.1	Questions for Directors (advance notice required) .....	3
6.2	Risk Management .....	4
<b>7</b>	<b>Audit Office Correspondence</b> .....	<b>4</b>
7.1	Audit Office Correspondence.....	4
<b>8</b>	<b>Reports of Council Officers</b> .....	<b>4</b>
8.1	Action Lists.....	4
8.2	Fraud Control Framework Assessment Report .....	5
8.3	IT Strategy Update Report.....	5
8.4	Internal Audit of Record Management System.....	5
8.5	Internal Audit of Development Application Processes .....	6
8.6	Internal Audit of Chemical Handling & Storage - Scope & EOI Process Update.....	6
8.7	Action Plan for Implementing OLG Guidelines.....	6
<b>9</b>	<b>Standing Items</b> .....	<b>7</b>
9.1	Compliance Matters .....	7
9.2	OLG Circulars – Compliance & Governance.....	7
9.3	Non ARIC – Internal Audits .....	8
<b>10</b>	<b>General Business</b> .....	<b>8</b>
10.1	Review of Meeting Calendar.....	8
10.2	Call for General Business Items.....	8
<b>11</b>	<b>Next Meeting Date</b> .....	<b>8</b>
<b>12</b>	<b>Meeting Close</b> .....	<b>8</b>

**AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING  
MINUTES****7 MARCH 2024**

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**MINUTES OF COWRA COUNCIL  
AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING  
HELD AT THE COWRA COUNCIL CHAMBERS, 116 KENDAL STREET, COWRA  
ON THURSDAY, 7 MARCH 2024 AT 10AM**

**PRESENT:** Mr Ron Gillard (Chair), Mr Geoff Twomey, Cr Bill West, Cr Paul Smith (Deputy Mayor)

**IN ATTENDANCE:** Mr Gabriel Faponle (Crowe), Mr Paul Devery (General Manager), Mr Michael Jones (Director - Corporate Services), Mrs Larissa Hackett (Director-Environmental Services), Mr Scott Ellison (Manager - Finance), Mrs Lee Redgrave (Secretariat)

**1 WELCOME**

The Chair, Mr Ron Gillard, declared the meeting opened at 10.10 am and welcomed Mr Gabriel Faponle from Crowe, Council's newly appointed Auditors, to the meeting.

**2 APOLOGY**

The Chair noted the apology received from Mr Dirk Wymer (Director - Infrastructure & Operations).

**3 DECLARATIONS OF INTEREST**

Nil

**4 CONFIRMATION OF MINUTES****COMMITTEE RESOLUTION**

Moved: Cr Paul Smith

Seconded: Mr Geoff Twomey

**That the minutes of Audit, Risk & Improvement Committee Meeting held on 30 November 2023 be confirmed.**

CARRIED

**5 BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**6 QUESTIONS FOR DIRECTORS (ADVANCE NOTICE REQUIRED)****6.1 Questions for Directors (advance notice required)**

Nil

**AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING  
MINUTES****7 MARCH 2024****6.2** Risk Management**COMMITTEE RESOLUTION**

Moved: Mr Geoff Twomey

Seconded: Cr Paul Smith

- 1. That the Audit Risk & Improvement Committee note the report from the Director – Corporate Services regarding Risk Management.**
- 2. That Council Management thoroughly review the Risk Registers.**
- 3. That all Registers be updated and provided to the Audit Risk & Improvement Committee out of session prior to 30<sup>th</sup> June.**

CARRIED

**7 AUDIT OFFICE CORRESPONDENCE**

At 10.24 am the Chair invited Mr Gabriel Faponle, representative from Crowe, to introduce himself and also provide an introduction of the Audit Risk & Improvement Committee Members.

**7.1** Audit Office Correspondence**COMMITTEE RESOLUTION**

Moved: Cr Bill West

Seconded: Cr Paul Smith

- 1. That the Audit Risk & Improvement Committee notes the report from the Director – Corporate Services on Audit Office correspondence.**
- 2. That the Audit Risk & Improvement Committee requests the Annual Engagement Plan be distributed out of session pending finalisation.**

CARRIED

At 10.36 am the Chair provided an opportunity to Mr Faponle to leave or remain in the meeting. Mr Faponle left the meeting at 10.36 am.

**8 REPORTS OF COUNCIL OFFICERS****8.1** Action Lists**COMMITTEE RESOLUTION**

Moved: Mr Geoff Twomey

Seconded: Cr Bill West

- 1. That the report on the Action Lists be received and noted.**

Page 4

**AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING  
MINUTES****7 MARCH 2024**

2. That the External Audit Action List report comments be reviewed and updated.

CARRIED

**8.2 Fraud Control Framework Assessment Report****COMMITTEE RESOLUTION**

Moved: Cr Paul Smith

Seconded: Cr Bill West

**That the Audit Risk & Improvement Committee note the report from the Director – Corporate Services regarding the Fraud Control Framework Assessment Report.**

CARRIED

**8.3 IT Strategy Update Report**

The Director – Corporate Services provided a verbal background of the current items on the list and the changes to IT staffing.

**COMMITTEE RESOLUTION**

Moved: Cr Bill West

Seconded: Mr Geoff Twomey

**That the Audit Risk & Improvement Committee note the report from the Director – Corporate Services regarding the IT Strategy Update Report.**

CARRIED

**8.4 Internal Audit of Record Management System**

The Director – Corporate Services provided a verbal update to the Audit Risk & Improvement Committee.

**COMMITTEE RESOLUTION**

Moved: Mr Geoff Twomey

Seconded: Cr Paul Smith

1. That the Audit Risk & Improvement Committee note the verbal report from the Director – Corporate Services regarding the Internal Audit of the Records Management System.
2. That the Audit Risk & Improvement Committee request that the audit recommendations and action list be brought to the next Audit Risk & Improvement Committee meeting.

CARRIED



**AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING  
MINUTES****7 MARCH 2024****8.5** Internal Audit of Development Application Processes

The Director – Corporate Services provided a verbal update to the Audit Risk & Improvement Committee.

**COMMITTEE RESOLUTION**

Moved: Cr Paul Smith

Seconded: Cr Bill West

- 1. That the Audit Risk & Improvement Committee note the verbal report from the Director – Corporate Services regarding the Internal Audit of the Development Processes.**
- 2. That an updated report be brought to the next Audit Risk & Improvement Committee meeting.**

CARRIED

**8.6** Internal Audit of Chemical Handling & Storage - Scope & EOI Process Update

The Director – Corporate Services provided a brief verbal update

**COMMITTEE RESOLUTION**

Moved: Cr Bill West

Seconded: Mr Geoff Twomey

- 1. That the Audit Risk & Improvement Committee note the report update from the Director – Corporate Services regarding the Internal Audit of Chemical Handling & Storage.**
- 2. The Audit Risk & Improvement Committee acknowledges the direction of the Director – Corporate Services that the EOI will be released and the audit will be completed by 30 June 2024.**

CARRIED

**8.7** Action Plan for Implementing OLG Guidelines

Discussions took place amongst the Committee regarding the draft Terms of Reference documents.

**COMMITTEE RESOLUTION**

Moved: Cr Bill West

Seconded: Mr Geoff Twomey

- 1. That the Audit Risk & Improvement Committee recommend to Council to adopt the Terms of Reference as presented by the Chair with the inclusion an additional permanent Councillor Invitee position.**
- 2. That the Audit Risk & Improvement Committee Chair circulate to the**

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Page 6

**AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING  
MINUTES****7 MARCH 2024**

**Audit Risk & Improvement Committee members a step plan to be agreed on for the items to be implement before 1 July to help form a report to be directed to council.**

CARRIED

**9 STANDING ITEMS****9.1 Compliance Matters**

In accordance with Section 5.4 of the Charter, the Committee asked the General Manager for an annual compliance statement, to which he provided the following verbal attestation:

*'I would attest that Council has in place an adequate and effective compliance framework, including:*

- 1. Council has appropriately considered legal and compliance risks as part of the Council's risk management framework;*
- 2. The Council manages its compliance with applicable laws, regulations, policies, procedures, codes, and contractual arrangements; and*
- 3. The Council has appropriate processes in place to assess compliance.'*

**COMMITTEE RESOLUTION**

Moved: Cr Bill West

Seconded: Mr Geoff Twomey

**That the Audit Risk & Improvement Committee note the annual compliance attestation from the General Manager as per the Audit Guidelines Charter.**

CARRIED

**9.2 OLG Circulars – Compliance & Governance**

The Director – Corporate Services provided a brief verbal update.

**COMMITTEE RESOLUTION**

Moved: Cr Paul Smith

Seconded: Mr Geoff Twomey

**That the Audit Risk & Improvement Committee note the verbal report from the Director – Corporate Services regarding the following OLG Circulars:**

- 23-15
- 23-16
- 23-17
- 24-01
- 24-02; and
- 24-03

CARRIED

**AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING  
MINUTES****7 MARCH 2024****9.3    Non ARIC – Internal Audits****COMMITTEE RESOLUTION**

Moved:    Mr Geoff Twomey

Seconded: Cr Paul Smith

- 1.    That the Audit Risk & Improvement Committee note the report from the Director – Corporate Services regarding Non-ARIC Internal Audits.**
- 2.    That the Audit Risk & Improvement Committee update be deferred to FY24 when it becomes available.**

CARRIED

**10    GENERAL BUSINESS****10.1   Review of Meeting Calendar**

Mr Geoff Twomey requested if possible that the meetings be held in the first seven days of the designated months.

**COMMITTEE RESOLUTION**

Moved:    Mr Geoff Twomey

Seconded: Cr Bill West

- 1.    That the Audit Risk & Improvement Committee agree to the proposed calendar as presented for meetings to be held in August and November 2024 and February and May 2025 with future dates to be determined in due course.**
- 2.    That the Audit Risk & Improvement Committee note the change of date from 4 July 2024 to 8 August 2024.**

CARRIED

**10.2   Call for General Business Items**

- 1.    External Fees - General discussion was conducted regarding this matter.**
- 2.    Position of Chairman – Mr Ron Gillard gave notice to the Audit Risk & Improvement Committee of his resignation from the position of Chair as at 30 June 2024 to enable the implementation of the new Guidelines at Council's discretion.**

**11    NEXT MEETING DATE**

The next meeting will be held on 8 August 2024 at 10.00 am in Committee Room 1 at the Cowra Council Chambers, 116 Kendal Street, Cowra.

**12    MEETING CLOSE**

The Meeting closed at 12.13 pm

.....  
CHAIRPERSON

## **7 DIRECTOR-INFRASTRUCTURE & OPERATIONS**

**7.1 Section 355 Committee Minutes - Tidy Towns Committee**

**File Number: D24/391**

**Author: Dirk Wymer, Director-Infrastructure & Operations**

### **RECOMMENDATION**

- 1. That the minutes of the Extraordinary Tidy Towns & Urban Landcare Committee meeting held on 14 February 2024 be noted.**
- 2. That due to the current challenges of the Committee, the Tidy Towns Committee be dissolved.**
- 3. That any current funds of the Tidy Towns Committee being held by Council be used for education in sustainability.**

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### **INTRODUCTION**

The Minutes of Cowra Shire Council Section 355 Committee are presented to Council for noting.

### **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 Extraordinary Tidy Towns Committee meeting held on 14 February 2024. [↓](#)**



# MINUTES

**Extraordinary Tidy Towns & Urban  
Landcare Committee Meeting  
Wednesday, 14 February 2024**

EXTRAORDINARY TIDY TOWNS & URBAN LANDCARE COMMITTEE MEETING MINUTES 14 FEBRUARY 2024

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**EXTRAORDINARY TIDY TOWNS & URBAN LANDCARE COMMITTEE MEETING MINUTES** 14 FEBRUARY 2024

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**MINUTES OF COWRA COUNCIL  
EXTRAORDINARY TIDY TOWNS & URBAN LANDCARE COMMITTEE MEETING  
HELD AT THE PUBLIC MEETING ROOM  
ON WEDNESDAY, 14 FEBRUARY 2024 AT 10.30AM**

**PRESENT:** Cr Judi Smith (Chairperson), Ms Carolyn Waldon, Mr Michael Waldon, Ms Lynne Donley, Ms Jan Saurine

**IN ATTENDANCE:** Philippa Childs (Manager – Cowra Services)

**1 APOLOGIES**

Nil

**2 FUTURE OF TIDY TOWNS**

**COMMITTEE RESOLUTION**

Moved: Ms Carolyn Waldon

Seconded: Mr Michael Waldon

**MOTION**

- 1. That due to the current challenges of the Committee, the Tidy Towns Committee be dissolved.**
- 2. That any current funds of the Tidy Towns Committee being held by Council be used for education in sustainability.**

CARRIED

A letter has been drafted for presentation to Council detailing the challenges the Tidy Town Committee currently has and recommendation for disbandment.

Additionally, the Committee recommends that any funds it is holding be used for Education in Sustainability.

**3 COUNCIL UPDATE**

Cowra Council Waste and Sustainable Materials Strategy

The Committee was informed that the Cowra Council Waste and Sustainable Materials Strategy had been recommended to Council and would soon be put on public exhibition. This strategy covers all waste initiatives intended to be completed in line with the NSW Waste and Sustainable Materials Strategy 2041.

**EXTRAORDINARY TIDY TOWNS & URBAN LANDCARE  
COMMITTEE MEETING MINUTES****14 FEBRUARY 2024**Garbage Truck Artworks

The Committee was updated on the progress of the garbage truck artworks which are taking longer than expected to complete. SignsRUs have been engaged to complete the work however there have been significant delays in both availability of SignsRUs and also availability of the garbage trucks to complete the job. The intention is that this will be completed by the end of April.

**4 FINAL COMMENTS**

Ms Jan Saurine noted that it has been a privilege working with the Committee and Council over many years that she has been a member of Tidy Towns.

Mr Michael Waldon noted that having the opportunity to represent Cowra Tidy Towns at the state awards was an absolute honour.

The Committee asked if any other committees will be required to carry on the work of Tidy Towns. The Committee was informed of the intention of Council staff to coordinate the NetWaste Waste to Art competition locally with the opportunity for winning artists to be invited into the regional Waste to Art competition.

**5 MEETING CLOSE**

The Meeting closed at 11.10am.

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**Cr Judi Smith**  
**CHAIRPERSON**



## 8 DIRECTOR-ENVIRONMENTAL SERVICES

### 8.1 Section 355 Committee Draft minutes - Access Committee meeting held 26 February 2024

File Number: D24/356

Author: Larissa Hackett, Director Environmental Services

### RECOMMENDATION

1. That Council note the draft minutes of the Access Committee meeting held on 26 February 2024.
  2. That Council appoint Robyn Ambachtsheer to the Cowra Access Committee.
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### INTRODUCTION

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

### BACKGROUND

Included in Attachment 'I', for the information of Councillors, are the Minutes from the meeting held on Monday 26 February 2024.

A Nomination Form to join the Access Committee was received from Robyn Ambachtsheer. Robyn is an active member of the Cowra U3A and Cowra Senior Citizens and the committee believe that Robyn would be a valuable representative for the community as a member of the Access Committee. The committee have recommended that Robyn be accepted as a new member.

Including the appointment of Robyn to the committee, the Access Committee will have 10 members.

### ATTACHMENTS

1. Draft Access Committee minutes - Monday 26 February 2024 [↓](#)

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**DRAFT COWRA ACCESS COMMITTEE MEETING MINUTES****MONDAY 26 February 2024**

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**PRESENT:** Danny Jackett, Emma Roberts, Julie Stephenson, Michael Aston-Brien, Katy Oliver, Narelle Russell, Robyn Ambachtsheer,

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

**APOLOGIES:** Cr Nikki Kiss, Rod Stammers, Jayne Hook, Paul McCaffery

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

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The meeting commenced at 10.15am

**I. CONFIRMATION OF MINUTES:**

RESOLVED That the Minutes of the previous meeting held on 11 December 2023 be accepted.

Moved: K Oliver

Second: N Russell

CARRIED.

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

**3.1 Neighbourhood Centre Parking**

- I&O currently investigating moving the signage post.

Actions:

- I. Rod provide an update at next meeting.

**3.2 Disability Inclusion Action Plan**

- Currently on survey, due to close Mon 11 March.

**3.3 Access Incentive Fund**

- 1<sup>st</sup> claim received and granted for disabled toilets and an access ramp at the new restaurant at 5 Kendal Street.

**3.4 PAMP (PACP)**

- Committee advised that the review of the PACP has been assigned to a consultant to complete

**3.5 Visit NSW accessibility options**

- The committee recommends that a form is developed that community members can complete advising of accessible facilities – on hold till next meeting

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DRAFT COWRA ACCESS COMMITTEE MEETING MINUTESMONDAY 26 February 2024

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- A form for the committee to complete is to be distributed to the committee

3.6 Inclusive Playground

- Recommend add to Operational Plan and DIAP

3.7 Footpath Issues

- Rod to provide update at next meeting
- Additional sites raised during the meeting, including; the footpath between the Art Gallery and Bartlett Ave is a trip hazard.
- It was also requested if the pods from the trees could please be cleared up more regularly.
- The committee was also advised that if there are any areas identified that have current trip hazards / safety issues to report them directly to Council and not wait for the access meetings to ensure repairs are not delayed and they can be added to the plan of works schedule.

3.8 Adaptive Mountain Bike Track

- Ask DIO whether consideration can be made to ensure that any potential MTB Track is adaptive/inclusive. A MTB Track is currently listed for investigation in the Sport & Recreation Plan 2021.

3.9 River Park Toilets

- Update to be provided at next meeting.

3.10 Coles carpark footpath access ramp

- Possibly waiting on contractors – update to be provided at next meeting

3.11 Neighbourhood Centre Disabled Toilets

- Update to be provided at next meeting.

3.12 Japanese Gardens – Disabled car parking

- Plan has been completed and the disabled car parking space is to remain in the same area and to be modified to level the space.

3.13 Kendal Street Access crossing

- It was noted that there is no safe area between Lachlan Street and Macquarie to create an access crossing.

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**DRAFT COWRA ACCESS COMMITTEE MEETING MINUTES****MONDAY 26 February 2024**

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**3.14 Vaux Street footpath and Laneway**

- Update to be provided at next meeting.

**3.15 Disabled Parking Laybacks**

- The layback outside Cowra Public School on Brisbane Street is difficult to access as it is located directly behind the parked vehicles.

**Actions:**

- I. I&O to investigate and advise if the layback can be widened and/or moved.

**4. GENERAL BUSINESS:****4.1 Accessible Drop-off zone**

- There is no safe accessible place to park to access the Primary section of Cowra Public school for wheelchairs.

**Actions:**

- I. Kate to write a letter to the Traffic Committee for consideration.

**4.2 Membership**

- The committee voted and welcomed Robyn Ambachtsheer to the committee.

RESOLVED That Robyn Ambachtsheer be accepted as a new member to the Access Committee.

Moved: J Stephenson

Second: N Russell

CARRIED.

**4. NEXT MEETING:**

The next Access Committee meeting will be held Monday 22 April 2024.

**5. MEETING CLOSE:**

The meeting closed at 11.15am

**Danny Jackett**  
**Deputy Chair**

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**8.2                      Section 355 Committee Draft minutes - Cowra Natural Resource Management Advisory Committee meetings held 13 December 2023 and 21 February 2024**

File Number:        D24/367

Author:                Larissa Hackett, Director Environmental Services

**RECOMMENDATION**

- 1. That Council note the draft minutes of the Cowra Natural Resource Management Advisory Committee meeting held on 13 December 2023.**
  - 2. That Council note the draft minutes of the Cowra Natural Resource Management Advisory Committee meeting held on 21 February 2024.**
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**INTRODUCTION**

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

**BACKGROUND**

Attached for the information of Councillors are the Minutes from the meetings held on Wednesday 13 December 2023 and Wednesday 21 February 2024.

**ATTACHMENTS**

1. Draft NRM meeting Minutes - Wednesday 13 December 2023 [↓](#)
2. Draft NRM meeting Minutes - Wednesday 21 February 2024 [↓](#)

**MINUTES OF THE NATURAL RESOURCE MANAGEMENT ADVISORY COMMITTEE HELD WEDNESDAY 13 DECEMBER 2023.**

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

**Apologies:** Tracee Burke, Katie MacPherson, Jayden Gunn, Casey Proctor, Ian Packer

**Council staff:** Cass Gailey, Larissa Hackett,

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Meeting commenced 1.05pm.

**2. CONFIRMATION OF MINUTES:**

RESOLVED That the minutes of the meeting held on Wednesday 16 August 2023 be accepted.

Moved: I McColl

Seconded: P Wright

CARRIED

**3. BUSINESS ARISING FROM THE MINUTES****3.1 Citizen Science Events (previously Science in the Pub) –**

Peter reported on the 'Drone on Farms' field day that was held in September at Morongla Showground. Very informative day and great demonstrations with a good range of approx. 25 people.

**3.2 Bird Week / Archibird –**

- Archibird was very successful with a good number of entrants and the exhibition was very popular, though received some feedback requesting a free exhibition.
- The Archibird Photos will be re-exhibited in the Library for a month (providing a free exhibition for the community).
- Full report to be completed and provided to the NRM early 2024.

**3.3 Lachlan River –**

- Waugoola Creek and river apparently cleaned up – may need a little more cleaning. Possible community clean-up project. Questions asked whether the rubbish around the new bridge on Darbys Falls Road is cleared.
- EWAG conducted an inspection of the river and fish screens – lots of silting, sand slugs, low fish numbers – NRM asking if there is a report?

**3.4 Weeds –**

- Are there areas around the Peace precinct that the NRM and community may access to conduct a Clean-up Australia Day – possibly combine waterways and weeds around the POW area.
- Artists of Cowra East are expanding into other areas and are looking for areas to do land management / cultural practices possibly partnering with other organisations and groups.

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**MINUTES OF THE NATURAL RESOURCE MANAGEMENT ADVISORY COMMITTEE HELD WEDNESDAY 13 DECEMBER 2023.**

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**4. GENERAL BUSINESS****4.1 Workshops / Tours**

Ideas raised, include:

- Tour of the biodigester at the Cowra Abattoirs
- Bird Talk from Jayden possibly on Farm
- Nesting boxes
- Carbon credits/farming
- Renewables in Ag – conference in Toowoomba in July 2024. NRM investigate if something similar could be held in Cowra.

Actions:

1. Casey or Dylan to speak to Chris at Cowra Abattoirs and organise a tour of the biodigester.
2. Dylan investigate a Renewables in Ag field Day.

**4.2 NRM Delivery Plan**

Most committee members have already reviewed and commented. To be relooked at early 2024.

Actions:

3. Cass/Larissa – combine comments and distribute to committee
4. All Committee members to review plan and provide comments

**4.3 Membership**

Katie McPherson and Tracee Burke have resigned from the NRM committee.

The committee would like to thank both Tracee and Katie for all their time and effort and enthusiasm with the committee. Particularly all their work with the Archibird and Waterbird exhibition.

**1. NEXT WORKSHOP**

Wednesday 20 March 2024 – TBA

**2. NEXT MEETING**

The next NRM Committee meeting Wednesday 21 February 2024.

**3. MEETING CLOSED**

There being no further business the meeting concluded at 2.30pm.

P Wright  
Chair

**DRAFT MINUTES OF THE NATURAL RESOURCE MANAGEMENT ADVISORY COMMITTEE HELD WEDNESDAY 21 FEBRUARY 2024.**

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

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

**Council staff:** Cass Gailey, Larissa Hackett,

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Meeting commenced 1.05pm.

**2. CONFIRMATION OF MINUTES:**

RESOLVED That the minutes of the meeting held on Wednesday 13 December 2023 be accepted.

Moved: R Davidson

Seconded: D Gower

CARRIED

**3. BUSINESS ARISING FROM THE MINUTES****3.1 Citizen Science Events (previously Science in the Pub) –**

Ideas discussed;

- Clean-up Australia – clean-up waterways, Waugoola Creek, etc – clean-up weeds at precinct and Waugoola Creek. Consultation may be required with the LALC.
- Cool burn – about 10 years since last burn.
- Farmers on Climate Action
- Renewables in Carbon
- Community education about recycling
- Microplastics - Lisa Blair – motivational speaker, good for young kids, do inline with RAFA

Actions:

1. Peter raise with Council the potential and requirements to do a clean-up.
2. Invite LALC members to join the committee and to discuss land management going forward.

**3.2 Bird Week / Archibird –**

- The committee has lost some of its members previously involved in the Archibird, new Archibird sub-committee to be arranged

**3.3 Weeds –**

- Are there areas around the Peace precinct that the NRM and community may access to conduct a Clean-up Australia Day – possibly combine waterways and weeds around the POW area.



**DRAFT MINUTES OF THE NATURAL RESOURCE MANAGEMENT ADVISORY COMMITTEE HELD WEDNESDAY 21 FEBRUARY 2024.**

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- Artists of Cowra East are expanding into other areas and are looking for areas to do land management / cultural practices possibly partnering with other organisations and groups.

**3.4 Workshop / Tours –**

Tour of the biodigester at the Cowra Abattoirs to be organised for the NRM's next workshop.

**3.5 NRM Delivery Plan –**

Most committee members have already reviewed and commented.

All committee members to review current plan and provide any additional comments.

**4. GENERAL BUSINESS****4.1 Membership**

With the recent membership resignations the committee has dropped to 8 members.

The committee would like to invite LALC members to the next meeting and invite them to join the committee.

Also, invite the new Mid Lachlan Landcare member, Amanda, to join the committee.

**4.2 RAFCA**

It was noted that the Tidy Towns committee is proposing to cease, with this in mind, if the committee does cease then the NRM would like the opportunity to take on the Recycled Art for Cowra Award (RAFCA).

**1. NEXT WORKSHOP**

Wednesday 20 March 2024 – TBA

**2. NEXT MEETING**

The next NRM Committee meeting Wednesday 17 April 2024.

**3. MEETING CLOSED**

There being no further business the meeting concluded at 2.30pm.

P Wright  
Chair

**9 LATE REPORTS**

**10 CONFIDENTIAL MATTERS****RECOMMENDATION**

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

**11 CONFIDENTIAL GENERAL COMMITTEE  
RECOMMENDATIONS - MONDAY, 11 MARCH 2024****11.1 Carpark Lease - 74 Kendal Street Cowra**

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.