



BUSINESS PAPER

Ordinary Council Meeting

13 August 2024

**Aaron Johansson
Chief Executive Officer**

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

Tuesday, 13 August 2024 at 6:00pm
in the Council Chambers, Civic Centre
184 - 194 Bourke Street, Goulburn

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Cr Peter Walker
Mayor

Aaron Johansson
Chief Executive Officer

1 OPENING MEETING

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

2 ACKNOWLEDGEMENT OF COUNTRY

The following acknowledgement will be made by the Mayor or Chief Executive Officer.

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

3 COUNCILLORS DECLARATION AND/OR PRAYER

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

Declaration

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

OR

Prayer

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

4 APOLOGIES

The Mayor will call for any apologies.

Council will resolve to accept any apology.

5 APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

Nil

6 ATTENDANCE BY AUDIO-VISUAL LINK BY COUNCILLORS

7 LATE ITEMS / URGENT BUSINESS

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

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

8 DISCLOSURE OF INTERESTS

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

9 PRESENTATIONS

Nil

10 PUBLIC FORUM

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

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

11 CONFIRMATION OF MINUTES

11.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 16 JULY 2024

Author: Chief Executive Officer

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. Minutes of the Ordinary Meeting of Council held on 16 July 2024

RECOMMENDATION

That the Council minutes from Tuesday 16 July 2024 and contained in Minutes Pages No 1 to 20 inclusive and in Minute Nos 2024/122 to 2024/146 inclusive be confirmed.



MINUTES

Ordinary Council Meeting

16 July 2024

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**MINUTES OF GOULBURN MULWAREE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, CIVIC CENTRE, 184 - 194 BOURKE STREET,
GOULBURN
ON TUESDAY, 16 JULY 2024 AT 6PM**

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

IN ATTENDANCE: Aaron Johansson (Chief Executive Officer), Kate Wooll (Acting Director Planning & Environment), Brendan Hollands (Director Corporate and Community Services), George Angelis (Director Assets & Operations), Marina Hollands (Director Utilities) & Shae Aliffi (Executive Support Officer).

1 OPENING MEETING

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

2 ACKNOWLEDGEMENT OF COUNTRY

Mayor Peter Walker made the following acknowledgement.

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

3 COUNCILLORS DECLARATION AND/OR PRAYER

The opening prayer was read by Cr Jason Shepherd.

4 APOLOGIES

Nil

5 APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

Nil

6 ATTENDANCE BY AUDIO VISUAL LINK

7 LATE ITEMS / URGENT BUSINESS

Nil

8 DISCLOSURE OF INTERESTS

Cr Peter Walker declared a non-pecuniary/non-significant conflict of interest in Item 16.7 “Request for Financial Assistance – Rotary Club of Goulburn” as he is a member of the Rotary Club of Goulburn. Cr Peter Walker will remain in the meeting while discussions on this item takes place.

Cr Steven Ruddell declared a non-pecuniary/significant conflict of interest in Item 16.7 “Request for Financial Assistance – Rotary Club Goulburn” as he is an immediate past president member of the Rotary Club of Goulburn. Cr Steven Ruddell will leave the meeting while discussion on this item takes place.

Cr Carol James OAM declared a non-pecuniary/non-significant conflict of interest in Item 16.7 “Request for Financial Assistance – Rotary Club of Goulburn” as she is a member of the Rotary Club of Goulburn. As the disclosure was not of a significant nature Cr Carol James OAM remained in the meeting while discussion

Cr Carol James OAM declared a non-pecuniary/significant conflict of interest in Item 16.9 “Request for Financial Assistance – Goulburn Lilac City Festival Inc” as she is the President of the Goulburn Lilac City Festival Inc. Cr Carol James OAM will leave the meeting while discussion on this item takes place.

Cr Michael Prevedello declared a non-pecuniary/significant conflict of interest in Item 16.8 “Request for Financial Assistance – Marian Procession” as he is a parishioner at the St Peters and Pauls Cathedral. Cr Michael Prevedello will leave the meeting while discussion on this item takes place.

Cr Daniel Strickland declared a non-pecuniary/non-significant conflict of interest in Item 16.11 “Tender 2324T0012 Drainage Eastgrove South and Marulan Soccer Fields Upgrade” as a family member is employed by one of the tenderers. Cr Daniel Strickland will remain in the meeting while discussion on this item takes place.

Cr Andrew Banfield declared a pecuniary conflict of interest in Item 16.12 “Tender 2324T0013 Range Road Causeway Replacement” as he is an employee of Denrith Group of Companies. Cr Andrew Banfield’s brother-in-law is also a Director of the Denrith Group of Companies. Cr Andrew Banfield will leave the meeting while discussion on this item takes place.

Cr Andrew Banfield declared a pecuniary conflict of interest in Item 16.13 “Tender VP 398040 Jerrara Road Blackspot” as he is an employee of Denrith Group of Companies. Cr Andrew Banfield’s brother-in-law is also a Director of the Denrith Group of Companies. Cr Andrew Banfield will leave the meeting while discussion on this item takes place.

Cr Jason Shepherd declared a non-pecuniary/significant conflict of interest in Item 16.3 “Planning Proposal Zoning and minimum lot size amendments to part of 20-24 Lockyer Street Goulburn. ” as his employer GHD is referenced in the report. Cr Jason Shepherd will leave the meeting while discussion on this item takes place.

Cr Jason Shepherd declared a non-pecuniary/significant conflict of interest in Item 16.8 “Request for Financial Assistance – Marian Procession” as he is a parishioner at the St Peters and Pauls Cathedral. Cr Jason Shepherd will leave the meeting while discussion on this item takes place.

9 PRESENTATIONS

9.1 THANK YOU TO OUTGOING YOUTH MAYOR HOLLY CAFFERY

PRESENTATION

Mayor Peter Walker along with Cr Carol James OAM, Council's representative on the Youth Council Committee presented outgoing Goulburn Mulwaree Youth Council Mayor Miss Holly Caffery with a gift to thank her for her seven years' service to the Goulburn Mulwaree Youth Council with two of those years as Mayor.

10 PUBLIC FORUM

Ms Carolyn Roche addressed Council on Item 16.1 DA/0099/2324 130 Deccan Street Goulburn.

Mr Matthew Wales from Wales and Associates addressed Council on Item 16.1 DA/0099/2324 130 Deccan Street Goulburn.

Mr Mason Stankovic from Patch Planning addressed Council virtually on Item 16.3 Planning Proposal – Zoning and minimum lot size amendments to part of 20-24 Lockyer Street Goulburn.

11 CONFIRMATION OF MINUTES

11.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 18 JUNE 2024

RESOLUTION 2024/122

Moved: Cr Steven Ruddell

Seconded: Cr Jason Shepherd

That the Council minutes from Tuesday 18 June 2024 and contained in Minutes Pages No 1 to 26 inclusive and in Minute Nos 22024/88 to 2024/121 inclusive be confirmed.

CARRIED

12 MATTERS ARISING

Cr Bob Kirk addressed Council in relation to item 17.1 from the 18 June 2024 Council meeting and requested for the below statement to be recorded

I want to provide an update in relation to Item 17.1 in the minutes code of conduct investigation.

For the record I want to inform Council that under clause 8.12 of the Procedures for the Administration of the Code of Conduct, I have lodged a request for a review of Council's censure motion with the Office of Local Government

In order to maintain the confidence of this investigation, I will not make any comments about the code of conduct complaint, its management or the findings within the report but I do feel it necessary to put my Council colleagues on notice that I've lodged this appeal and submission on which I consider on very strong grounds to the OLG.

I have requested OLG to expedite consideration of the matter in view of the upcoming Local Government elections, and the imperative to clear my good name and reputation which has been potentially defamed by the content of the resolution.

I'd like this statement to be recorded in tonight's minutes.

13 MAYORAL MINUTE(S)

Nil

14 NOTICE OF MOTION(S)

Nil

15 NOTICE OF RESCISSION(S)

Nil

16 REPORTS TO COUNCIL FOR DETERMINATION**16.1 DA/0099/2324 - DEMOLITION OF EXISTING DWELLING AND CONSTRUCTION OF CENTRE BASED CHILDCARE FACILITY FOR 113 CHILDREN, 130 DECCAN STREET GOULBURN****RESOLUTION 2024/123****Moved: Cr Andrew Banfield****Seconded: Cr Steven Ruddell****That Council Move into Committee of the Whole.**

Council moved into Committee of the whole at 6:37pm.

CARRIED**RESOLUTION 2024/124****Moved: Cr Steven Ruddell****Seconded: Cr Carol James OAM****That Council Move into open Council.**

Council moved into open Council at 6:52 pm.

CARRIED**RESOLUTION 2024/125****Moved: Cr Andrew Banfield****Seconded: Cr Steven Ruddell****That:**

- 1. The staff assessment report for development application DA/0099/2324 for the demolition of existing dwelling & associated structures, removal of existing vegetation including one tree and construction of a centre based childcare facility for 113 children be received.**
- 2. The Development Application DA/0099/2324 for the demolition of existing dwelling & associated structures, removal of existing vegetation including one tree and construction of a centre based childcare facility for 113 children located at 130 Deccan Street Goulburn be refused on following grounds:**
 - (a) The proposal by reason of its location, siting of building, setbacks, height, bulk and scale, is inconsistent with the current and desired future character of the locality.**
 - (b) The proposed building visually dominates and detracts from the neighbourhood character and has not been designed to minimise the impact on adjoining**

existing residential development.

- (c) The proposal as assessed does not promote and co-ordinate the orderly and economic use and development of land in the area. Therefore, the proposal does not satisfy Section 1.2(2)(a) of the Goulburn Mulwaree Local Environmental Plan 2009 (GM LEP 2009), and does not satisfy Objective 1.3(c) of the Environmental Planning and Assessment Act 1979.
- (d) The proposal does not comply with a number of controls within the Child Care Planning Guideline 2021, including emergency and evacuation requirements, parking requirements and is also reliant upon on street car parking to achieve parking requirements, indicating that the proposed development is an overdevelopment of the site.
- (e) The proposal does not adequately demonstrate that it will not overshadow existing development and permit at least three hours of solar access to the living areas of neighbouring property.
- (f) The proposal does not satisfy Part 4 Section 4.1.10.1 of the “GM DCP 2009” as the development has a rear setback of less than six (6) metres, and is therefore inconsistent with the current and desired future character of the locality.
- (g) Insufficient information has been provided addressing geotechnical issues. The proposal is not supported by detailed geotechnical investigations as recommended by the submitted Initial Geotechnical Investigation Report.
- (h) Insufficient information has been provided to determine if the location and design of the driveway crossover on Mount Street is provided with safe sight lines particularly the gradient of the crossover and proposed wall adjoining to laneway will obscure the visibility.
- (i) The location of the proposed pedestrian path within the basement is subject to conflicting pedestrian and vehicle movement, both forward and reverse, throughout peak periods and is potentially unsafe particularly for children.
- (j) The proposal does not demonstrate how exhaust fumes will be managed in the basement parking area.
- (k) The passing swept paths at the basement entry/exit does not demonstrate if two B99 vehicles can achieve safe passing.
- (l) The proposed 1.8 metre high acoustic wall adjoining the proposed driveway to Mount Street is located within the front setback area, which is not in character with surrounding residential development, and also obscures sight lines for vehicles exiting the development, which is potentially dangerous for vehicles and pedestrians. The removal or reduction of the acoustic wall will have acoustic impacts, indicating that the proposed development is an overdevelopment of the site.
- (m) The proposal as assessed having regard to the provisions of Section 4.15 of the Environmental Planning and Assessment Act 1979, is unsatisfactory and therefore, is not in the public interest.

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

CARRIED

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

Against: Nil

16.2 DA/0195/2324 - 3 LOT TORRENS TITLE SUBDIVISION, 6 PARK STREET GOULBURN**RESOLUTION 2024/126****Moved: Cr Steven Ruddell****Seconded: Cr Jason Shepherd****That:**

1. The staff assessment report for development application DA/0195/2324 for the proposed Three (3) Lot Torrens Title Subdivision be received.
2. Consent be granted for DA/0195/2324 for a three (3) Torrens Title Subdivision located at 6 Park Street and 65 Citizen Street, Goulburn subject to the conditions in the Attachment.

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

CARRIED

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

Against: Nil

16.3 PLANNING PROPOSAL - ZONING AND MINIMUM LOT SIZE AMENDMENT TO PART OF 20-24 LOCKYER STREET, GOULBURN

Cr Jason Shepherd declared an interest in this item and took no part in the discussion or voting on the matter. At 6:56 pm, Cr Jason Shepherd left the meeting.

RESOLUTION 2024/127**Moved: Cr Michael Prevedello****Seconded: Cr Carol James OAM****That:**

1. The report from the Senior Strategic Planner regarding the proposed zoning amendment to the Goulburn Mulwaree Local Environmental Plan 2009 be received.
2. Council prepare a planning proposal to amend the Goulburn Mulwaree Local Environmental Plan 2009 to:
 - (a) Amend the land use zoning of part of Lot 2, DP1238214 at 20-24 Lockyer Street, Goulburn from RU2 Rural Landscape to E4 General Industrial.
 - (b) Remove the current 100ha minimum lot size and apply no minimum lot size restriction to the entirety of Lot 2, DP1238214 at 20-24 Lockyer Street, Goulburn.
3. Subject to 3 (a) below, the planning proposal be forwarded to the Department of Planning, Housing and Infrastructure for a Gateway determination in accordance with section 3.34 of the Environmental Planning and Assessment Act 1979.
 - (a) The submission to Council of a full Aboriginal Cultural Heritage Assessment Report in accordance with *The Code of Practice for Archaeological Investigation in NSW* (DECCW 2010), *Aboriginal cultural heritage requirements of proponents* (DECCW, 2010) and advice prepared by Heritage NSW in Attachment 2.
4. The Department of Planning, Housing and Infrastructure be advised that Council wishes to be the delegated plan making authority for this proposal.
5. If the Department of Planning, Housing and Infrastructure issues a Gateway

determination to proceed with the planning proposal, consultation be undertaken by Council with the community and government agencies in accordance with any directions of the Gateway determination.

6. The fees charged in this Planning Proposal are as per the 2023-2024 fees and charges due to it being lodged in the previous financial year.

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

CARRIED

In Favour: Crs Andrew Banfield, Carol James OAM, Bob Kirk, Michael Prevedello, Steven Ruddell, Daniel Strickland, Peter Walker and Andy Wood

Against: Nil

At 7:00 pm, Cr Jason Shepherd returned to the meeting.

16.4 POST EXHIBITION REPORT - GOULBURN DRINKING WATER TREATMENT PLANT PLANNING PROPOSAL - 233-234 WHEEO RD, GOULBURN

RESOLUTION 2024/128

Moved: Cr Andrew Banfield

Seconded: Cr Andy Wood

That:

1. The post exhibition report from the Business Manager Strategic Planning concerning the rezoning of part of 233-234 Wheeo Road, Goulburn be received.
2. Council endorses the draft planning proposal to rezone part of No 233- 234 Wheeo Road, Goulburn (Lot 1 DP 1030749) from RE1 Public Recreation to SP2 Infrastructure (Public Utility Undertaking).
3. A Draft Instrument be prepared that is consistent with the above amendment.
4. The Chief Executive Officer be issued with the delegation to sign the draft amending Instrument on behalf of the Council as the local plan making authority.
5. Council request that the NSW Department of Planning, Housing and Infrastructure notify the draft amendment once signed.

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

CARRIED

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

Against: Nil

16.5 POTENTIAL HERITAGE ITEMS AND HERITAGE CONSERVATION AREA**RESOLUTION 2024/129****Moved: Cr Carol James OAM****Seconded: Cr Daniel Strickland****That:**

- 1. The staff assessment report on the planning proposal to amend schedule 5 Environmental Heritage of the Goulburn Mulwaree Local Environmental Plan 2009 be received.**
- 2. Council prepares a planning proposal to amend the Goulburn Mulwaree Local Environmental Plan 2009 by adding 30 additional heritage items, 1 additional Heritage Conservation Area and correct errors on Schedule 5 Environmental Heritage.**
- 3. The planning proposal, once prepared, be submitted to the NSW Department of Planning Housing and Infrastructure for a gateway determination in accordance with Section 3.34 of the *Environmental Planning and Assessment Act, 1979*.**
- 4. The NSW Department of Planning, Housing and Infrastructure be advised that Council wishes to be identified in the gateway determination as the delegated plan making authority for this planning proposal.**
- 5. If the Department of Planning, Housing and Infrastructure issues a gateway determination to proceed with the planning proposal, consultation be undertaken with the landowners, community and government agencies in accordance with any directions of the gateway determination.**

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

CARRIED

In Favour: Crs Andrew Banfield, Carol James OAM, Bob Kirk, Michael Prevedello, Steven Ruddell, Daniel Strickland, Jason Shepherd and Peter Walker

Against: Cr Andy Wood

16.6 ESTABLISHMENT OF THE GOULBURN MULWAREE HOUSING TRUST**AMENDMENT**

Moved: Cr Bob Kirk

Seconded: Cr Andrew Banfield

That

1. The Report from the Chief Executive Officer be received and noted.
2. The Chief Executive Officer prepares the required documentation for an application through the Office of Local Government for the Ministers consent to establish the Goulburn Mulwaree Trust under section 358(1)a.
3. A further report and the required documentation be presented to Council for consideration.

In Favour: Crs Andrew Banfield, Bob Kirk and Michael Prevedello

Against: Crs Carol James OAM, Steven Ruddell, Daniel Strickland, Jason Shepherd, Peter Walker and Andy Wood

The amendment was put and lost.

RESOLUTION 2024/130

Moved: Cr Daniel Strickland

Seconded: Cr Jason Shepherd

That

1. **The Report from the Chief Executive Officer be received.**
2. **The Chief Executive Officer be given delegated authority to:**
 - a) **Prepare and make an application through the Office of Local Government for the Minister's consent to establish the Goulburn Mulwaree Housing Trust under section 358(1)(a).**
 - b) **The legal entities be established should Ministerial consent be granted.**

CARRIED

In Favour: Crs Carol James OAM, Steven Ruddell, Daniel Strickland, Jason Shepherd, Peter Walker and Andy Wood

Against: Crs Andrew Banfield, Bob Kirk and Michael Prevedello

16.7 REQUEST FOR FINANCIAL ASSISTANCE - ROTARY CLUB OF GOULBURN

Cr Steven Ruddell declared an interest in this item and took no part in the discussion or voting on the matter. At 8:08 pm, Cr Steven Ruddell left the meeting.

RESOLUTION 2024/131

Moved: Cr Andrew Banfield

Seconded: Cr Bob Kirk

That

- 1. The report from the Director Corporate & Community Services on Request for Financial Assistance – Rotary Club of Goulburn be received.**
- 2. Council support the 2024 Southern Tablelands Science and Engineering Challenge with the following funding from the 2024/25 Financial Assistance Budget:**
 - A cash contribution of \$3,000.00**
 - 50% venue hire costs of \$180.00**

CARRIED

At 8:11 pm, Cr Steven Ruddell returned to the meeting.

16.8 REQUEST FOR FINANCIAL ASSISTANCE - MARIAN PROCESSION

Cr Michael Prevedello & Cr Jason Shepherd declared an interest in this item and took no part in the discussion or voting on the matter. At 8:11 pm, Cr Jason Shepherd & Cr Michael Prevedello left the meeting.

RESOLUTION 2024/132

Moved: Cr Carol James OAM

Seconded: Cr Daniel Strickland

That:

- 1. The report from the Director Corporate & Community Services regarding the request for Financial Assistance be received.**
- 2. Council provide in-kind support for the Marian Procession to the amount of \$2,900.37 for traffic control for a temporary road closure to be funded from the Financial Assistance budget.**

CARRIED

At 8:14 pm, Cr Jason Shepherd & Cr Michael Prevedello returned to the meeting.

16.9 REQUEST FOR FINANCIAL ASSISTANCE - GOULBURN LILAC CITY FESTIVAL INC.

Cr Carol James OAM declared an interest in this item and took no part in the discussion or voting on the matter. At 8:14 pm, Cr Carol James OAM left the meeting.

RESOLUTION 2024/133

Moved: Cr Steven Ruddell

Seconded: Cr Daniel Strickland

That

- 1. The report of the Director of Corporate & Community Services on the Request for Financial Assistance – Goulburn Lilac City Festival be received.**
- 2. Council provides a cash donation of \$5,000 towards the running of the 2024 Lilac City Festival.**
- 3. Council provides traffic control to the value of \$2,600 for road closures funded from the events traffic control budget.**

CARRIED

At 8:19 pm, Cr Carol James OAM returned to the meeting.

16.10 REQUEST FOR FINANCIAL ASSISTANCE - GOULBURN & DISTRICT ART SOCIETY INC.**RESOLUTION 2024/134**

Moved: Cr Bob Kirk

Seconded: Cr Andy Wood

That

- 1. The report of the Director of Corporate & Community Services on Requests for Financial Assistance – Goulburn & District Art Society be received.**
- 2. Council provides a cash donation of \$2,500 toward the Goulburn & District Art Society Annual Art Prize event funded from the Financial Assistance budget.**

CARRIED

16.11 TENDER 2324T0012 DRAINAGE EASTGROVE SOUTH AND MARULAN SOCCER FIELDS UPGRADE**RESOLUTION 2024/135****Moved: Cr Steven Ruddell****Seconded: Cr Michael Prevedello****That**

- 1. The report from the Business Manager Community Facilities on Tender 2324T0012 Drainage Eastgrove South and Marulan Soccer Fields Upgrade be received.**
- 2. Council decline to accept tenders from the respondents for Tender 2324T0012 Drainage Eastgrove South and Marulan Soccer Fields Upgrade, for the reasons set out in Confidential Attachment 1 of this report, under Clause 178.3 (a) of the Local Government (General) Regulation 2021.**
- 3. Council, under Clause 178.3 (e) of the Local Government (General) Regulation 2021 enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender;**
- 4. Council notes that the reason for declining to invite tenders or fresh applications are: that doing so would not attract additional suitable service providers over and above those that have submitted a tender;**
- 5. The Chief Executive Officer be given delegated authority to award the contract after negotiations have been finalised.**

CARRIED**16.12 TENDER 2324T0013 RANGE ROAD CAUSEWAY REPLACEMENT**

Cr Andrew Banfield declared an interest in Items 16.12 & 16.13 and took no part in the discussion or voting on the matters. At 8:27 pm, Cr Andrew Banfield left the meeting.

RESOLUTION 2024/136**Moved: Cr Steven Ruddell****Seconded: Cr Carol James OAM****That:**

- 1. The report from the Business Manager Community Facilities on Tender 2324T0013 Range Road Causeway Replacement be received.**
- 2. The Tender from Denrith Pty Ltd is accepted for the Range Road Causeway Replacement for the lump sum price of \$391,075.20 (GST Exclusive), in accordance with the specification and documents for Tender 2324T0013.**

CARRIED

16.13 TENDER - VP 398040 JERRARA ROAD BLACKSPOT**RESOLUTION 2024/137****Moved: Cr Bob Kirk****Seconded: Cr Jason Shepherd****That**

1. The report from the Natural Disaster Coordinator on the Request for Quotation VP398040 for the Jerrara Road Blackspot Project be received.
2. The Request for Quotation from Denrith Pty Ltd is accepted for the Jerrara Road Blackspot Project for \$2,527,523.17(Incl GST) in accordance with the specifications and Request for Quotation documents for VP398040.

CARRIED

At 8:32 pm, Cr Andrew Banfield returned to the meeting.

16.14 PURCHASE OF 24 RAILWAY PARADE, TALLONG**RESOLUTION 2024/138****Moved: Cr Jason Shepherd****Seconded: Cr Carol James OAM****That:**

1. The report on the purchase of 24 Railway Parade, Tallong from the Business Manager Property & Community Services be received.
2. Council enters into a Funding Deed and Service Level Agreement with Department of Climate Change, Energy, the Environment and Water (DCCEEW) to meet all costs associated with Council purchasing 24 Railway Parade, Tallong, and its ongoing maintenance including, but not limited to;
 - \$140,000 plus GST, representing the purchase price.
 - All professional legal fees and disbursements
 - Supply and installation of boundary fencing, or barrier of a type determined jointly by Council and DCCEEW (at an approximate value not exceeding \$10,000 plus GST).
 - Implementation of protection and management measures determined jointly by Council and DCCEEW, such as weed management and watering as required.
3. Council agrees to manage this land in perpetuity as a reserve for the purposes of protection, monitoring and research of threatened biodiversity.
4. A suitable covenant be registered on the title of 24 Railway Parade, Tallong (Lot 32 DP 236707) in relation to the biodiversity under s88B of the *Conveyancing Act 1900*.
5. Council allows DCCEEW access to this land for the purposes of monitoring and ongoing research of species on the land.
6. Council's seal be affixed to all documentation necessary to complete this land acquisition.

CARRIED

16.15 MONTHLY FINANCIAL REPORT

RESOLUTION 2024/139

Moved: Cr Andrew Banfield

Seconded: Cr Andy Wood

That

- 1. The report by the Director Corporate & Community Services on the Monthly Financial Report be received.**
- 2. Council approves the following adjustments to the 2023-24 budget to account for the reduced advance payment of the 2024-25 Financial Assistance Grant:**
 - a. Financial Assistance Grant – Road Component reduced from \$2,351,363 to \$2,077,906**
 - b. Financial Assistance Grant – General Component reduced from \$4,473,642 to \$4,090,339**
 - c. Transfer from Financial Assistance Grant reserve increased from \$0 to \$656,760**

CARRIED

16.16 STATEMENT OF INVESTMENTS & BANK BALANCES

RESOLUTION 2024/140

Moved: Cr Bob Kirk

Seconded: Cr Carol James OAM

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

CARRIED

16.17 RATES OUTSTANDING REPORT

RESOLUTION 2024/141

Moved: Cr Jason Shepherd

Seconded: Cr Andy Wood

That the report from the Revenue Coordinator on Rates Outstanding be received.

CARRIED

16.18 DEBTORS OUTSTANDING

RESOLUTION 2024/142

Moved: Cr Andy Wood

Seconded: Cr Andrew Banfield

That the report from the Revenue Officer on Debtor Collections be received.

CARRIED

16.19 WATER CHARGES OUTSTANDING REPORT**RESOLUTION 2024/143****Moved: Cr Andy Wood****Seconded: Cr Bob Kirk**

That the report from the Administration Team Leader on water charges outstanding be received.

CARRIED**16.20 GRANTS UPDATE****RESOLUTION 2024/144****Moved: Cr Michael Prevedello****Seconded: Cr Carol James OAM**

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

CARRIED**16.21 MINUTES OF THE RECREATION AREA COMMITTEE MEETING HELD ON 1 MAY 2024****RESOLUTION 2024/145****Moved: Cr Andy Wood****Seconded: Cr Jason Shepherd**

That the report from Business Manager Community Facilities regarding the Recreation Area Committee minutes from Wednesday 1 May 2024 be received.

CARRIED**16.22 MINUTES OF THE SUSTAINABILITY ADVISORY COMMITTEE MEETING 4 JULY 2024****RESOLUTION 2024/146****Moved: Cr Jason Shepherd****Seconded: Cr Carol James OAM**

That the report from Director Utilities regarding the Sustainability Advisory Committee minutes from 4 July 2024 be received.

CARRIED**17 CLOSED SESSION**

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

There were no closed session reports for determination.

18 CONCLUSION OF THE MEETING

The Meeting closed at 9.06pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 13 August 2024.

.....
Cr Peter Walker
Mayor

.....
Aaron Johansson
Chief Executive Officer

12 MAYORAL MINUTE(S)

Nil

13 NOTICE OF MOTION(S)**13.1 NOTICE OF MOTION - ADVOCACY FOR PIG BOUNTY AND FOX, WILD DOG & FERAL CAT BOUNTY****Attachments: Nil**

I, Councillor Andy Wood, give notice that at the next Ordinary Meeting of Council be held on 13 August 2024, I intend to move the following motion:-

MOTION

That:

1. Council recognise the irreparable damage to pastures, water courses and native habitats made by the current plague proportions of feral pigs.
2. Council recognise the enormous and multigenerational cost that foxes, feral cats and wild dogs create for farmers and land holders in their predation of stock and native wildlife.
3. Council advocate to the NSW Government for a pig bounty to help manage the cost of removing feral pigs from farms with the LGA and the state at large and encourage farmers, professional shooters and conservation hunters to target them.
4. Council advocate to the NSW Government for a fox, feral cat and wild dog bounty to help manage the cost destroying these threats to stock and native wildlife in the LGA and the state at large and encourage farmers, professional shooters and conservation hunters to target them.

RATIONALE

The issue of feral pigs in plague proportions is one that has been growing for some years and whilst others like to focus on the climate crisis and instead call it a "climate catastrophe," instead I would say we have a "feral pig catastrophe". I witnessed terrible destruction to farmland in our own LGA myself in the past week and it's nothing compared to the destruction I've seen in other LGAs. Things are so bad that the NSW Government has established a Feral Pig Coordinator, Bec Gray, and allotted \$13.1M to reducing pig numbers. A hefty amount of that sum has been gifted to the LLS to dump into helicopter shooting with no transparent reporting on its success. Of course, the numbers look big, alleging over 100,000 so far in 2024 but the LLS does not have cameras on their guns or helicopters. Alternatively, the NSW Pig Doggers Association are removing an estimated 1,000,000 pigs a month across Australia. They can document every animal destroyed. It is time that the NSW government allocated funds to the people actually removing the pests; conservation hunters, farmers and landholders.

Queensland has had a feral pig bounty for some time, giving a \$10 dollar bounty to people presenting a snout and a tail. The link below is to an information sheet from Somerset Regional Council to inform locals of how to participate.

<https://www.somerset.qld.gov.au/downloads/file/2190/feral-pig-bounty-program-pdf>

This program costs the council nothing but advocacy via the mayor and other contacts could help this be set up and it would yield locals less pigs and some money to help them manage these pests, a win in anyone's books.

Many years ago NSW had a thriving fox shooting industry, so much so that many country people made considerable sums on weekends shooting a fox or two. It significantly supplemented their incomes. But animal rights killed it and left it to the job of the people who needed it done; the farmers. The foxes, however, did not go away. Their numbers are rife. Add to that the growing numbers of feral cats - one local told me he and friends had shot 128 cats in 2 nights on one property - and the significant prevalence of wild dogs who do enormous damage, even to cattle, and are so intelligent that it's often difficult to trap or stop them. Victorians, however, believe it's been important to stop dogs and foxes.

The Victorian Fox and Wild Dog Bounty has been running in Victoria since 2011 and in that time more than 940,000 fox scalps and 4200 wild dog body parts have been collected, Agriculture Victoria said today. In 2021 alone, 65,915 fox scalps and 309 wild dog body parts were received from 1136 participants. That's almost a million foxes. Below is a link to how hunters and landholders can take part in the Victorian bounty program.

<https://agriculture.vic.gov.au/biosecurity/pest-animals/victorian-fox-and-wild-dog-bounty>

Again, this is no cost to the council, just a stance on the very pests that threaten the livelihood and safety of many residents in our LGA and a way to provide financial encouragement to those already managing pest numbers.

I commend this Notice of Motion to Council.

Cr Andy Wood

CHIEF EXECUTIVE OFFICER COMMENT

In line with clause 3.12 of Council's Model Code of Meeting Practice I wish to provide comment in relation to the proposed motions legal, strategic, financial or policy implications.

In NSW, the management of invasive species is led by the State Government, primarily the Department of Primary Industries (DPI). In January 2023, DPI published its Invasive Species Plan 2023-2028 (the Plan) which is intended to assist in the management of invasive species across the state. This is intended to occur via several means, including the prevention of new incursions, and through the elimination or containment of existing populations through appropriate management.

The term 'Invasive species' is generally broken down into 2 parts – weeds and pest animals. Under the Biosecurity Act 2015, Council has a specified role as a Local Control Authority in relation to the management of weeds. With regard to pest animals, Council's role is more akin to that of a landholder insofar as that it may partake in coordinated pest control programs on land that it owns or manages.

Under the Plan, NSW Local Land Services is the interface between Government and landholders, and is ultimately responsible for coordinating pest animal management across the state. This includes, but is not limited to, facilitating a Regional Pest Animal Committee and the coordination of pest control programs, such as the distribution of 1080 fox bait to rural landholders.

The Plan is structured according to a risk-based approach, with the priority being the prevention of new incursions as opposed to established populations. According to the Plan, "the eradication of pest animals over wide areas of different land tenure is rarely practicable", and therefore suggests that the management of established populations should be carried out in areas where the benefits of control will have the greatest impact.

The Plan makes no reference to specific control or management activities, such as bounties.

On a regional level, Land Services developed the South East Regional Strategic Pest Animal Management Plan 2018-2023 to inform specific pest animal management activities across the region. A draft 2024-2028 update was recently exhibited and is currently under review.

Pest animal management does not form part of Council's core business, therefore Council does not have access to any accurate statistics. In addition, Council is not resourced to undertake this function.

13.2 NOTICE OF MOTION - REGIONAL RECREATIONAL FISHING STRATEGY**Attachments: Nil**

I, Councillor Andy Wood, give notice that at the next Ordinary Meeting of Council be held on 13 August 2024, I intend to move the following motion:-

MOTION

That:

1. Council make provision in the 2025-2029 Delivery Plan for the inclusion of a Regional Recreational Fishing Strategy.
2. This Regional Recreational Fishing Strategy is to be funded from external funding sources including the State and Federal Government and other potential funding sources to develop the strategy.

RATIONALE

Recreation fishing is a vital part of the culture and lifestyle of the people of Goulburn Mulwaree Local Government Area.

It is important that locals and visitors have access to fish stock in local waterways. In a time when we encourage people to get out from behind their computers and out of their houses and enjoy the outdoors, both for mental and physical wellbeing, it's critical we provide plenty of opportunities for people do so.

Our waterways hold a variety of fish species including trout, golden and silver perch, redfin, catfish, European carp and Murray cod. Many local dams and waterways are being stocked with perch and murray cod for the benefit of the fishing community and to renew native species.

Currently the Department of Primary Industries is already providing funding for restocking programs and is working with local fishing clubs in dollar-for-dollar programs to restock waterways. In this way council will be able to return native species to local water ways with no cost to rate payers. Aggressive introduced species like Redfin and carp need to be removed and the introduction of perch and Murray cod will greatly help these species survive.

It has been the wish of a number of Councillors to implement this strategy for a number of years. This strategy is also supported by the NSW Department of Primary Industries.

Council will seek grant funding from external sources including the State and Federal Government and other potential funding sources to develop the strategy. It is envisaged that this process will be delivered with nominal cost to the rate payers of the Goulburn Mulwaree Council area.

Based on this rationale I strongly advocate the establishment of a Regional Recreational Fishing Strategy in the 2025-2029 Delivery Plan.

I commend this Notice of Motion to Council.

Cr Andy Wood

CHIEF EXECUTIVE OFFICER COMMENT

In line with clause 3.12 of Council's Model Code of Meeting Practice I wish to provide comment in relation to the proposed motions legal, strategic, financial or policy implications.

In relation to the motion provided the needs of recreational anglers will be addressed and will provide a basis to improve fishing infrastructure across the region.

As the motion is seeking external funding for the development of the Regional Recreational Fishing Strategy there will be minimal financial or time commitments from Council staff in order to achieve this deliverable. The legal, strategic and policy implications of this resolution will be explored through the development of the strategy.

I support the motion.

14 NOTICE OF RESCISSION(S)

Nil

15 REPORTS TO COUNCIL FOR DETERMINATION

15.1 COMMUNITY PARTICIPATION PLAN - POST EXHIBITION REPORT

Author: Business Manager Strategic Planning
 Director Planning & Environment

Authoriser: Aaron Johansson, Chief Executive Officer

- Attachments:**
1. Report and Minutes from 18 June 2024 Council Meeting [↓](#) 
 2. Amended Community Participation Plan (As exhibited) [↓](#) 
 3. Current Community Participation Plan [↓](#) 
 4. Submission [↓](#) 

Link to Community Strategic Plan:	26. Our Civic Leadership CL2 Encourage and facilitate open and respectful communication between the community, the private sector, Council, and other government agencies.
Cost to Council:	Nil
Use of Reserve Funds:	Nil

RECOMMENDATION

That:

1. The staff post exhibition report on administrative updates to the *Community Participation Plan* be received.
2. Council adopts the amended Community Participation Plan in Attachment 2 to this report.
3. Council publishes the adopted plan on its web site and on the NSW Planning Portal.

BACKGROUND

Council considered a report on proposed administrative amendments to its Community Participation Plan (CPP) at its meeting of 18 June, 2024 and resolved:

1. *The staff report on administrative updates to the Community Participation Plan be received.*
2. *That the Community Participation Plan be amended in accordance with administrative items identified in this report and placed on public exhibition. Following the public exhibition, the matter be reported back to a Council Meeting for consideration and adoption.*

This follows the public exhibition of the amended plan and recommends that the draft plan be adopted.

REPORT

Public Exhibition

The amended Community Participation Plan (CPP) (Attachment 2) was placed on public exhibition for comment from 28 June 2024 – 29 July 2024. The public exhibition was advertised in the Goulburn Post and on Council’s web site.

Council directly notified local Aboriginal community representatives and its development industry stakeholder list (of over 400 contacts including development consultants, architects, builders, solicitors, conveyancers, real estate agents, surveyors etc) of the exhibition via email.

Exhibition material included:

- Council Report and Minutes (18 June 2024) – **Attachment 1**
- Amended Community Participation Plan – **Attachment 2**
- Current Community Participation Plan – **Attachment 3**

Exhibition material was made available on the Council web site with hard copies provided in the library and at Customer Services in the Civic Centre.

Submissions

One submission from a member of the public was received in relation to the amended plan. A summary of the submission is provided in the table below including Council’s comments on the matters raised, with a full copy of the submission provided in **Attachment 4**.

Submission Summary	Council Response
<p>General Comment</p> <p>CPP in need of a comprehensive review in particular:</p> <ul style="list-style-type: none"> • Some specific issues which relate to Goulburn because of its history and heritage housing stock; • Transparency of decision-making and engagement with those making DAs; and • Ensuring effective consultation for those directly affected or more broadly interested in development proposals. 	<p>The Council report flagged that the current review of CPP provisions is an interim administrative review to bring it up to date with legislative changes (primarily with the NSW Environmental Planning and Assessment Regulations 2021) that have occurred since its adoption in 2019. A further review is proposed, however in the interim the provisions in the CPP are inconsistent with the Regulations and therefore imposing significant cost associated with advertising on Council and Applicants. Additionally, the time delays associated with advertising in the paper instead of simply on the web site do result in additional unnecessary delays to processing times for both DAs and planning proposals.</p> <p>Specific response to each of these issues is provided below.</p>
<p>Limited Title Consultation:</p> <p>Development proposing to build close to the boundary of a “limited title” lot is problematic to:</p> <ul style="list-style-type: none"> - Sites where land is on older registered land titles which have not been subject to survey, result in boundary disputes between landowners. 	<p>Council development assessment staff are familiar with the issues associated with limited title lots and generally require site surveys to accompany development applications where separation from the boundary for new development is tight.</p> <p>Typically, boundary disputes are a private matter which Council does not participate in. These disputes can be complicated, long running and expensive. The requirement for a survey typically addresses the requirements of the NSW Environmental Planning and Assessment Act, 1979 and those of the Building Code of</p>

<p>and</p> <ul style="list-style-type: none"> - CPP should have stricter requirements on Council to consult owners where issues surrounding limited title apply. Proponents should be made to specify if their applications are on limited title. 	<p>Australia.</p> <p>Expecting the DA process to resolve boundary dispute issues is unrealistic and would have a dramatic impact on assessment timeframes. Council staff are required to consider and address specific matters as set out in the legislation and are not required to go beyond this.</p>
<p>Transparency of Decision Making:</p> <p>Delays in decision making in relation to DAs due to Council staff being substantially in charge of administration resulting in over regulation.</p> <p>CPP should be strengthened in relation to requiring specific reasons for decisions (presumably on notification) rather than relying on a vague “in the public interest” test.</p> <p>Requests Council review why development assessment has slowed.</p> <p>Suggests staff training and guidance to avoid overregulation and the rejection of DAs. The specific reasons for DA rejection are to be provided. To ensure transparency and confidence.</p>	<p>Delegation of staff assessment/determination of DAs is an essential component of reducing DA time frames. An example of this is the State’s introduction of exempt and complying development as a deliberate attempt to facilitate staff assessment and to broaden development assessment into private industry.</p> <p>Decision making on these matters is typically undertaken in staff assessment reports.</p> <p>For a long period, Council has been managing a high volume of development-related applications with reduced staffing levels therefore processing times have increased. The development approval process has become more complex over recent years contributing to delays in assessment timeframes. In particular, legislative obligations for biodiversity, bushfire, flooding and water quality matters, along with more detailed assessment requirements and the mandatory use of the Planning Portal are creating challenges for both applicants and the Council. Nevertheless, the Planning & Development Team are constantly seeking to review and refine processes with a view to improving assessment timeframes in line with applicant feedback.</p> <p>It is unclear if this comment is in relation to DA being returned at the submission phase, rejected within a certain timeframe upon an initial assessment or refusal of a DA following an assessment. When DAs are returned on the Planning Portal prior to submission there is an accompanying automated email generated which refers to</p>
<p>Who gets notified of planning proposals:</p> <p>CPP relies on staff to determine who is materially affected and who gets notified. Council staff should not rely on statements/documentation for DA proponents. Staff should be directed not to rely on proponents’ information.</p> <p>Lack of availability of information/plans/ records relating to development applications after exhibition and during construction for neighbours to view. Withholding information in relation to privacy legislation as impacting transparency.</p>	<p>Assessment staff do not simply rely on DA details in relation to determining the extent of public notification. Notification can often follow site inspections, review of topography and particular issues relevant to the proposal to inform these decisions. However, there are some types of development which are generally considered to be minor and would not require notification under the State’s exempt and comply development provisions. The intention is to have a hierarchy of notification requirements based on the nature and scale of development so that this is proportionate to the development.</p> <p>Council’s process is to upload all the plans and supporting information submitted with a DA on the website for public exhibition except for the owner’s consent document. These documents are removed at the conclusion of the public exhibition period. Once the exhibition period is over documents can be viewed however copies are not provided during this time. Once</p>

<p>Heritage impact statement must be complete and fully accurate. Value of stakeholder input such as from heritage interest groups to inform the process can be affected by inaccurate information.</p>	<p>plans come off exhibition, they become subject to copyright which means a copy cannot be provided by Council without the copyright owners consent.</p> <p>Once a development application has been determined/approved on or after 1 July 2010, associated documents are considered open access under the <i>Government Information (Public Access) Act 2009</i> and the <i>Government Information (Public Access) Regulation 2018</i>. The information is publicly available via an informal access to information request and can be viewed free of charge or copies provided for a fee as per Council's fees and charges, subject to copyright obligations. Privacy legislation does not impact transparency as the information is open access and details are published on Council's website and the NSW Planning Portal.</p> <p>Council is trialling public exhibition of DA's on the NSW Planning Portal. Once this process is embedded documents associated with the DA will remain on the Portal until determination of the application thereby improving access to documents associated with development applications.</p> <p>Council has a Heritage and Landscape Advisor on staff and engages a Consultant Heritage Advisor (Architect) to provide heritage advice. Heritage impact assessments are reviewed but must be understood within the context and scope of the proposal. In some minor matters discrepancies do not mean a development is inappropriate. There is a scale to these things like anything else where small matters often do not attract significant quantities of historical research if that research is unlikely to affect an outcome.</p>
<p>Minimum requirements for notification:</p> <p>Current document places emphasis only on minimum requirements for notification. Shows lack of respect for the community by going for the minimum instead of maximum in interests of transparency.</p> <p>Decision to scrap advertising in the Goulburn Post in preference to Council's web site assumes all members of the community are equally engaged through this process. The submitter points to lack of communication affecting submissions to this CPP exhibition.</p> <p>Suggests a planning and development circular to the community.</p>	<p>The requirements for notification are typically expressed as minimum requirements given the nature of the approval assessment process. This does not mean that Council both cannot or will not go beyond this when warranted. NSW DPHI targets for assessment timeframes are based on the minimum requirements for consultation, Council's approach reflects this.</p> <p>Council did advertise this exhibition in the Goulburn Post as well as on its web site. Additionally, Council keeps a development industry stakeholder list of emails. This list contains over 400 contacts from a broad range of industry including development consultants, architects, designers, real estate agents, builders, solicitors, conveyancers, real estate agents, plumbers etc. A notification of the proposed amendments was sent to all contacts on the stakeholder list.</p> <p>Council regularly communicates with stakeholders via email particularly in relation to providing information regarding legislative changes and processes. The introduction of a scheduled newsletter will take additional time and staff resources to compile therefore impacting DA assessment timeframes. The intention is that Council will continue to circulate information electronically through the development industry stakeholder list or via the web site</p>

Generally, Council's main way of communicating with those directly impacted by a development is through direct mail out to the affected owners. In relation to community participation, it is often the direct notification letter which is the most effective for planning proposals and development applications.


CONCLUSION

In conclusion, the proposed changes to the Community Participation Plan (CPP) are relatively minor and intended to make the plan consistent with the applicable legislation. It should be noted that a further comprehensive review of the plan is intended to be undertaken, which may be more appropriate to occur following the adoption of the new Community Strategic Plan.

The proposed changes will facilitate the timely processing of planning matters and reduce the costs and delays associated through advertising in the newspaper. Council still can use other appropriate means of advertising for any given project depending on its scope and the nature of the likely interest, which can include newspaper advertising.

It is important to note that planning assessment timeframes for strategic planning and development assessment are identified by the NSW Department of Planning Housing and Infrastructure and are based on a hierarchy of planning matters in relation to size, scope, cost and impact. This is reflected in the recently published *Statement of Expectations Order 2024* under the *NSW Environmental Planning and Assessment Act, 1979*. These timeframes are calculated based on minimum periods of exhibition and advertising of planning matters.

16.9 ADMINISTRATIVE AMENDMENTS TO COMMUNITY PARTICIPATION PLAN

Author: Business Manager Strategic Planning
 Director Planning & Environment
Authoriser: Aaron Johansson, Chief Executive Officer
Attachments: 1. Community Participation Plan  

Link to Community Strategic Plan:	26. Our Civic Leadership CL2 Encourage and facilitate open and respectful communication between the community, the private sector, Council, and other government agencies.
Cost to Council:	Minor amendments to be undertaken in house by staff
Use of Reserve Funds:	Nil

<p>RECOMMENDATION</p> <p>That:</p> <ol style="list-style-type: none"> The staff report on administrative updates to the <i>Community Participation Plan</i> be received. That the Community Participation Plan be amended in accordance with administrative items identified in this report and placed on public exhibition. Following the public exhibition, the matter be reported back to a Council Meeting for consideration and adoption.

BACKGROUND

The *Community Participation Plan* (CPP) details how Council will engage the community on strategic planning and development assessment matters. The CPP includes the notification and advertising requirements for planning proposals, amendments to the Development Control Plan (DCP), and different development assessment types.

Council’s current CPP was adopted in 2019 (**Attachment 1**) and does not reflect changes which have since occurred in relation to legislation and policies/procedures since that time. Section 2.24 of the *NSW Environmental Planning and Assessment Act 1979* (the Act) requires CPPs to be periodically reviewed.

This report generally outlines areas of administrative changes which are required due to these changes. As an interim measure, these changes are proposed to be made as soon as practicable noting that a broader comprehensive review of the CPP is still required but may take a longer time frame.

It is proposed to make the interim amendment with the required administrative changes and to exhibit it before presenting this matter back to a Council Meeting for consideration.

REPORT

There have been several changes which have occurred since the adoption of the CPP in 2019 which affect Council’s approach to community consultation. These changes are summarised below:

Ordinary Council Meeting Agenda

18 June 2024

NSW Environmental Planning and Assessment Act Regulation 2021 (The Regulation)

The Regulation sets out the community consultation requirements for a broad range of planning matters in relation to strategic planning i.e., Local Strategic Planning Statements (LSPS), Community Participation Plans (CPP), Planning Proposals (PP), Development Control Plans (DCP) and Contributions Plans (CP).

The Regulation also sets out the community consultation requirements for development applications (DAs) including State Significant Development (SSD), Designated Development, Integrated Development, modifications, and reviews of determinations of development etc.

State Environmental Planning Policy Resources and Energy 2021 (the SEPP)

Clause 2.19 of the Resources and Energy SEPP requires an additional layer of consideration as part of the development assessment process in relation to determining the compatibility of new development with mining, petroleum production or extractive industry.

A previous Class 4 matter in the Land and Environment Court (LEC) confirmed that approved haulage routes associated with SSD-scale extractive industries must form part of this assessment.

The current CPP does not address this matter.

Goulburn Mulwaree Local Environmental Plan (LEP) 2009

Clause 5.10 (8) of the *Goulburn Mulwaree Local Environmental Plan 2009* specifies in relation to Aboriginal places of heritage significance:

- (8) **Aboriginal places of heritage significance** The consent authority must, before granting consent under this clause to the carrying out of development in an Aboriginal place of heritage significance—*
- (a) consider the effect of the proposed development on the heritage significance of the place and any Aboriginal object known or reasonably likely to be located at the place by means of an adequate investigation and assessment (which may involve consideration of a heritage impact statement), and*
 - (b) notify the local Aboriginal communities, in writing or in such other manner as may be appropriate, about the application and take into consideration any response received within 28 days after the notice is sent.*

The CPP does not address this matter or the procedure as to how this is undertaken.

NSW Planning Portal (the Portal)

Since the adoption of the CPP, many components of the planning process are now undertaken via the Portal.

In relation to strategic planning, the Portal is required to be used for the publication and exhibition of most strategic matters. The Council's LSPS, DCP and CP must be published on the Portal.

Planning proposals must be lodged on the Portal with the exhibition of planning proposals undertaken on the Portal or via Council's web site. Increasingly the Portal is being used as the main point of reference for all planning matters.

Similarly, DAs must be lodged on the Portal and there is capacity for public exhibition of DAs on the Portal in addition to Council's web site.

Newspaper Advertising

The requirements for newspaper advertising have dropped from the Act or Regulations for a range of strategic planning and development assessment matters. The focus for exhibitions is now largely on a range of methods as per below (depending on the scale and nature of the matter):

- Direct written notification of affected landowners (as applicable).
- Council web site
- NSW Planning Portal.

The expense for newspaper notices is currently either recovered from planning fees or if not associated with an application paid for by each business unit. Given the State's investment in the Planning Portal and Council's investment in its web site, it is considered an unnecessary duplication where no longer required by legislation. However, there will still be a need from time to time depending on the nature of a planning matter or project to advertise via newspaper.

Proposed Amendments to CPP

It is proposed to amend the CPP as follows:

- Include the minimum exhibition requirements from the Act, Regulations, SEPPs or LEP for planning matters (both strategic and development assessment). Noting that Council may go beyond these requirements should it be appropriate to do so.
- Remove all references to the Goulburn Post.
- Incorporate existing procedures or processes in relation to exhibitions in relation to Aboriginal cultural heritage or extractive industries including haulage routes, and reflecting Council's policy on Council as a developer/landowner in relation to DAs.
- Clarification of matters to be notified for DAs (such as ancillary development/existing use rights) in Appendix 2.
- Clarification that submissions are to be made during the exhibition period.
- Typographical or other editing errors.

Comprehensive Review of CPP

This report is flagging that a comprehensive review of the CPP is required, however will take a longer time frame to fully cover the content. This comprehensive review may also take on broader content outside of planning matters that is currently covered in Council's Engagement Strategy.

This interim review has been identified as an operational requirement as currently Council is paying for advertising which goes above and beyond requirements. This additional advertising is still specified in the CPP and if missed risks exposure to risk of litigation where due process is not followed. The cost of the additional advertising means that cost must either be put back on proponents or absorbed by the Council. The NSW Government is clearly setting up the NSW Planning Portal to be a single point of reference for all planning matters including, applications, publications, and exhibitions. It will be less confusing in the future for all communications to direct interest members of the public to both the online exhibition notices and the exhibition content.

CONCLUSION

As identified in this report there are several changes which have occurred since the adoption of the CPP in 2019 that affect the public exhibition requirements for a range of Council planning matters. In the interests of reducing duplication and cost and to ensure the CPP is consistent with planning procedures it is recommended that the CPP be amended and exhibited. Once exhibited the amended CPP and community feedback will be presented to Council for determination.

A broader and more comprehensive review of the CPP following the adoption of the new Community Strategic Plan is proposed.

16.9 ADMINISTRATIVE AMENDMENTS TO COMMUNITY PARTICIPATION PLAN**RESOLUTION 2024/104****Moved: Cr Daniel Strickland****Seconded: Cr Carol James OAM****That:**

1. The staff report on administrative updates to the *Community Participation Plan* be received.
2. That the Community Participation Plan be amended in accordance with administrative items identified in this report and placed on public exhibition. Following the public exhibition, the matter be reported back to a Council Meeting for consideration and adoption.

CARRIED**16.10 POSSESSORY TITLE APPLICATION - LOTS 11 & 12 DP 1153755****RESOLUTION 2024/105****Moved: Cr Bob Kirk****Seconded: Cr Steven Ruddell****That;**

1. The report from the Business Manager on a Possessory Title Application – Lots 11 and 12 in DP 1153755 be received.
2. Council supports the Owners Corporation SP85375 acquiring Lots 11 and 12 in DP 1153755 via a Possessory Title Application with NSW Land Registry Services dedicating Lots 11 and 12 as Common Property for the purpose of securing legal driveway access to the affected townhouses subject to;
 - Owners Corporation SP85375 meeting all legal fees and disbursements and any other costs associated with this dealing,
 - An amount of \$6,123.18 in outstanding rates (as at 30.06.2023) on these parcels of land be written off and;
 - All accrued interest and rates to be payable by Owners Corporation SP85375 from 1 July 2023 inwards.

CARRIED



DRAFT Community Participation Plan





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Version	Comment	Date Effective
1	Draft	03.09.2019
2	Adopted by Council	05.11.2019
3	Draft Amendments for Public Exhibition	26.06.2024



1. Application of this plan

This *Community Participation Plan* applies to the various planning functions Goulburn Mulwaree Council (Council) undertakes. This includes the development of plans and strategies and the processing of planning proposals, amendments to the Development Control Plan and the assessment of Development Applications.

This plan is prepared in accordance with Division 2.6 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

This plan does not outline Council's overarching community engagement commitments for non-planning related matters. These commitments are dealt with separately under Council's *Community Engagement Strategy & Communications Plan*, found under the Integrated Planning & Reporting section of Council's website. This plan also does not detail the circumstances when a Development Application is to be determined at a Council meeting, which are detailed separately in Council's *Development Assessment and Decision Making Policy*.

This plan supersedes the advertising and notification requirements in the *Goulburn Mulwaree Development Control Plan 2009*.



Photo: Mulwaree River Crossing, Braidwood Road.



2. The Community Participation Plan

Council recognises that community participation is an integral part of making transparent and well-informed planning decisions.

The *Community Participation Plan* is designed to make participation in planning matters clearer for the community by setting out in one place how the community can participate in the planning system.

The *Community Participation Plan* also establishes community participation objectives that Council will use to guide the approach to community engagement.

It is important to note, however, that the planning process is t one part of an overall project lifecycle in which the community can participate. Outside of this standard process, Council undertakes post-determination, compliance, and enforcement activities; to ensure that planning laws and decisions are implemented correctly.

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3. Our community participation objectives

Council has established eight (8) community participation objectives developed in accordance with the community participation principles set out in section 2.23(2) of the EP&A Act. Each objective has been given corresponding actions that Council will observe when dealing with various planning matters.

The community participation objectives are to:

Objective	Action	Example
Uphold the community's right to information.	<ul style="list-style-type: none"> • Keep accurate records of engagement activities and community input. • Comply with any statutory obligations. 	<ul style="list-style-type: none"> • Use of Councils own website to exhibit relevant information. • The community is given access to all information relevant to the item on exhibition in a manner, where not restricted under various forms of privacy legislation.
Encourage effective and on-going partnerships with the community.	<ul style="list-style-type: none"> • Build strong partnerships with the community. • Clearly set out the purpose of any engagement and how and when the community can participate in respect of a planning matters. • Protect privacy and respect confidentiality. 	<ul style="list-style-type: none"> • Ongoing community engagement activities. • Clearly detail how and when the community can be engaged. • Include accurate summations of all submission and engagement activities in reports.



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Ensure all information is easily accessible.	<ul style="list-style-type: none"> • Prepare information for the community that is relevant, concise, and written in plain English. 	<ul style="list-style-type: none"> • Reports, advertisement, public exhibitions and notifications are all written in easily understood terms. • Written notifications issued or advertised clearly indicate what is proposed and details how the community can provide comment.
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Oversee consultations by proponents and members of the community.

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- When appropriate, Council facilitated consultations are held between interested groups and proponents.
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Make planning decisions in an open and transparent way.

- Explain how community input was taken into consideration and ensure the response to community input is relevant and proportionate.
- Give genuine and proper consideration to community input.

- All post exhibition council reports include how community input was factored into decision making.
- Post exhibition assessments are conducted transparently, with reasonable notifications of all parties.

Use appropriate community participation methods.

- Use best practice engagement methods and techniques.
- Adjust engagement activities in response to community input.
- Regularly review the effectiveness of community engagement.

- Engagement methods are relative to the size and scale of proposals.
- Reviews of engagement processes are ongoing where improvements or issues are identified.



4. The community engagement process

Council actively encourages community participation through a five-step process that is applied to planning matters. To assist in achieving fair and just resolutions for all planning matters, Council adheres to the following five (5) step process.

1	Inform	The first step is to inform all relevant parties. This is done through direct written correspondence, exhibitions and public meetings; depending on the needs of a proposal.
2	Consult	This step involves consulting with the community and stakeholders to invite them to provide their insight on a proposal. Details on this written submission process can be found later in this plan. This is by far the most important part of the process, as it allows Council to accurately gauge the concerns and expectations of stakeholders and the community at large.
3	Engage	Through submissions and feedback received through the previous step, we identify key planning issues and concerns that require further consideration prior to determination. In most instances, concerns can be addressed by incorporating minor modifications into the proposal. In circumstances where these issues or concerns are great, Council can seek meetings with the relevant stakeholders and/or the community to discuss options on how to proceed. This may involve repeating this engagement process with an alternate proposal.
4	Determine	This step is where Council determines whether or not the proposal should proceed and subject to what conditions or amendments. In addition to complying with other legislative requirements, Council's <i>Code of Conduct</i> requires that the assessment and determination of all planning matters be conducted in a manner that is fair. The steps leading up to these determinations ensure that the final decision has been considered against both the community views and against the regulatory planning framework. Details of how this determination has been reached are available to the public, including how community views have been considered.
5	Review	This step involves the ongoing review of the planning decision and/or Council's processes in making the determination. For most planning strategies, a review period is specified for when the strategy must be reviewed. For other planning matters such as development applications, the determination and community engagement process can help inform better planning processes.



5. Public exhibition periods

Public exhibition periods play an important role in the planning process they are used to encourage community participation and generate interest in current and future projects. The length of the exhibition period reflects the window of time where the community may provide feedback. The duration of the notification period varies depending on the nature of a specific project or planning matter being advertised. Council will utilise a combination of some or all the following methods:

- Advertising on the Council's website <https://www.goulburn.nsw.gov.au> ;
- Letters to affected landowners or neighbours;
- Letters sent via email where the email address is known;
- Erecting site notices to advertise the proposed development; and
- Advertising on the NSW Planning Portal – <https://www.planningportal.nsw.gov.au> .

Minimum exhibition timeframes for certain planning matters are prescribed in Appendix 1 and 2 of this *Community Participation Plan*. Council will exhibit a proposal for the minimum timeframe specified and will consider an extended timeframe for the exhibition period based on the scale and nature of the proposal and the level of community interest. An extended public exhibition period may also be considered to accommodate public holidays or holiday periods. The period between 20 December and 10 January is also excluded from the calculation of public exhibition periods, in accordance with the EP&A Act.

Any written or published notice for an advertised development must contain the information required under section 89 of the *Environmental Planning and Assessment Regulation 2021*.



6. Who gets notified about development?

Appendices 1 and 2 set out the minimum requirements for the notification and advertising periods for certain development application types. Where not specified under Appendices 1 or 2, the development type must be publicly exhibited for the minimum period specified under Schedule 1 of the EP&A Act. Advertising and notification activities are always up to the discretion of the assessing officer unless specified in this plan.

Neighbour notification typically includes letters to landowners immediately adjacent to the proposed development. Council acknowledges, however, that there are some instances where the neighbour notification area should be expanded due to the potential impact of the proposed development. In these circumstances, Council will expand the notification area to include those properties it believes are materially affected by the proposed development. Examples of when the notification area may be expanded can include:

- Land in close proximity to the site that may be potentially affected.
- When a recreational facility is proposed.
- When a residential flat building is proposed.
- When a large event is proposed.
- When traffic or other impacts may extend beyond the notification area.
- When the bulk and scale of the development will significant affect the streetscape.

The above is not to be taken as an exhaustive list merely a guide.

It should be noted that if you are not directly notified, the details of the proposal will be publicly available on Council's website. You do not need to be directly notified to view the proposal or make a submission.



7. Who gets notified about other planning matters?

For other planning matters, including plans, strategies and other non-development related matters in Appendix 1, Council will focus on extensively advertising the matter through a variety of means rather than mailing out individual notification letters. This is done due to the sheer impracticality, inefficiency and waste generation that occurs in sending out individual notification letters to large parts or all of the local government area each time a planning matter is placed on exhibition.

To advertise other planning matters, Council will typically employ the following techniques:

- Targeted posts on Council's social media platforms.
- Use of pamphlets or posters at the library, Civic Centre, and Community Centres.
- Use of Council's yoursay webpage: yoursay.goulburn.nsw.gov.au
- Media releases.

Notwithstanding the above, Council will notify key stakeholders if they represent a group of people that are likely to be significantly impacted by the proposal. Some key stakeholder groups that may be contacted can include:

- Chambers of Commerce.
- Local Aboriginal Land Councils and local Aboriginal community representatives*.
- Historical Societies.
- Local planning consultants.
- Individuals affected by a planning proposal (where the planning proposal is not a broader review of the Local Environmental Plan).
- Extractive industries.

** Council maintains a list of local Aboriginal community groups for notification of planning matters. Expressions of interest for inclusion on this list will be accepted from representative organisations or groups such as Local Aboriginal Land Councils or those registered with the Office of the Registrar of Indigenous Corporations (ORIC).*



8. Some important notes regarding public exhibitions

In some circumstances, there may be development matters not subject to the mandatory exhibition timeframes put forward in the *Community Participation Plan*. This can include developments that are exempt from approval or simply have no public exhibition requirement. Additionally, there are some occasions where a government priority or administrative requirement demands immediate action on proposals that prevents the implementation of the community participation process.



Photo: Goulburn Local Court

Other notes to consider:

- Due to a combination of State and Commonwealth privacy and copyright legislation, Council may be limited in its ability to provide documentation, reproduce documentation, and keep documentation on public record past the public exhibition period. It is your responsibility to ensure you have your own copies of this information.
- Not all planning matters in Goulburn Mulwaree are governed or controlled by Council. Some developments, such as large quarries, can be State Significant Development and are assessed by the Department of Planning, Industry and Environment (DPIE). When DPIE is responsible for the proposal, the proposal's details will be made available separately on DPIE's major projects website.
- Timeframes are in calendar days and include weekends.
- If the exhibition period is due to close on a weekend or a public holiday, Council will extend the exhibition to finish on the first available work day.
- The period between 20 December and 10 January (inclusive) is excluded from the calculation of a period of public exhibition.
- This document does not prevail over any other legislated requirements for public exhibitions, unless otherwise specified under the EP&A Act or Regulations.



9. How to provide submissions

Submissions can be made in the following ways:

- In person – written submissions may be handed to the Customer Service Team at the Civic Centre 184-194 Bourke Street, Goulburn.
- Posted to Locked Bag 22 Goulburn NSW 2580.
- By email. The advertisement for the item on public exhibition will specify the email address.
- Via the NSW Planning Portal web site <https://www.planningportal.nsw.gov.au> when a planning matter is exhibited using this forum.

When making a submission towards a development application, it is recommended that you fill in the 'Submission to Development Application' form, available on Council's website. This form will ensure that Council has your contact details and can keep you informed.



Photo: Former Public School, Bungonia



10. Guide to making submissions

Submissions can raise local issues and make a positive contribution to the planning process. These guidelines will assist in the processing of your feedback and help to expedite our response. Please consider each point carefully before submitting feedback to Council.

- Please ensure that your submission includes the reference number or title of the proposal you are lodging your submission on and must be addressed to the contact person listed. If you are lodging a submission in relation to a development application, you should include the development application number (e.g., DA/1234/1819) and the property address.
- Please make sure that your submission is lodged by the closing date for public exhibition. The closing date will be on the public exhibition notice, website, or notification letter. A submission must be made within the exhibition period.
- Please clearly state and detail the reasons or grounds for your support or objection to the proposal. Council needs to know the reasons why you object to or support a proposal before taking it into consideration.
- Section 10.4 of the EP&A Act, requires you to disclose reportable political donations and gifts if you are making a relevant public submission to Council. Failure to disclose relevant information is an offence under the EP&A Act. Council is required to make any disclosure made under this section publicly available on its website. Further information about the requirement to disclose any political donations and gifts is outlined in Section 10.4 of the EP&A Act. If disclosure of a political donation or gift is necessary, a Disclosure Statement Form must be completed and included with your submission (available from Council's website).
- If submitting to a development application, Council may forward your submission to the applicant for a response in addition to any government agency that is a referral authority for the development application.
- Council will send you an acknowledgement of your submission, however, Council does not make individual and personalized responses to submissions. If your submission relates to a development application, Council will also notify you of the outcome of the determination or the likely date of any Council meeting determination (whichever is applicable).
- In accordance with the provisions of the *Government Information (Public Access) Act 2009* (GIPA Act), Council may place the public submission you provided on its website in full. Any personal details or contact information, will not be redacted on Council's website. Members of the public are entitled to copies of your submission under the GIPA Act. A copy of your submission may be reproduced and published in the Council reports or in Court proceedings. Refer to Council's Privacy Management Policy.
- It is voluntary for you to provide contact information when making a submission. However, if no name or address is provided, the submission will be set aside. If providing a submission for a development application, the 'Submission to Development Application' form allows you suppress all your contact details other than your name.



- If a submission is made on behalf of multiple people or it contains a petition, only the designated contact person will be given any subsequent acknowledgement or correspondence. The first person with legible contact details will be used if no designated contact is assigned.
- If you wish to make a presentation at a Council meeting to discuss a matter listed in the meeting agenda, you must contact Council prior to the meeting and register to speak. However, you should note that not all planning matters are determined at Council meetings. Council's *Development Assessment and Decision Making Policy* separately identifies when development applications will be determined at a Council meeting rather than being determined by Council staff.

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Appendix 1: Minimum notification and advertising requirements (plans and other matters)

Proposal	Method	Minimum Period
Draft Community Participation Plans	Council website	28 days
Draft Local Strategic Planning Statements	Council website	28 days
Planning Proposals (Amendments to the Local Environmental Plan)	Council website NSW Planning Portal	28 days unless otherwise specified in the gateway determination. No public exhibition if the gateway determination specifies this due to the minor nature of the proposal.
Draft Development Control Plans (including amendments)	Council website	28 days
Draft Contributions Plans	Council website	28 days
Designated Development	Council website Notification to neighbours Site Notice	28 days
Review of Determination	Letter to submitters Same methods as used when an application was originally notified/advertised (excluding <i>The Post Weekly/Goulburn Post</i>) or where still in use by this Plan	14 days



Proposal	Method	Minimum Period
Development Applications	Advertising and notification discretionary unless specified in Appendix 2	Advertising and notification discretionary unless specified in Appendix 2
Integrated Development requiring approval under the Heritage Act 1977 or Water Management Act 2000 or the Protection of the Environment Operations Act 1997. Threatened Species Development (significant impact) – where Section 7.7(2) of the Biodiversity Conservation Act 2016 or Section 221ZW of the Fisheries Management Act 1994 applies	Council website Notification to neighbours Site Notice	28 days
All other Integrated Development	Council Website (unless otherwise specified in Appendix 2)	14 days (unless otherwise specified in Appendix 2)
Modifications made under s4.55(1)	No requirement	No requirement
Modifications made under s4.55(1A)	No requirement, unless the original development was approved by the Court on appeal, where the Court must be notified in addition and the same notification/advertising method being used as for the original development.	No requirement, unless the original development was approved by the Court on appeal, where the Court must be notified in addition and the same notification/advertising method being used as for the original development.
Modifications made under s4.55(2)	Advertising and notification discretionary unless otherwise specified in Appendix 2	Advertising and notification discretionary unless specified in Appendix 2



Proposal	Method	Minimum Period
Modifications made under s4.56	Council Website Court Notification to each person who made a submission to the original development application Any other advertising or notification required for the development in accordance with Appendix 2.	14 days (unless a longer period is specified in Appendix 2)
Planning Agreements	Council website Notification to neighbours	28 days
Variations under Clause 4.6 of the Goulburn Mulwaree Local Environmental Plan	Council website Notification to neighbours	28 days

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Appendix 2: Exhibition requirements for specific development types

Note: Refer to Appendix 1 before applying this table. If the development is not listed in the table below, advertising and notification is made at the development assessment officer’s discretion.

Proposal Type	Method of Notification			Min duration
	Council Website	Letters to neighbours	Site Notices	
Amusement centres	✓	✓	✓	14 Days
Animal boarding or training establishments	✓	✓		21 Days
Boarding house or hostel	✓	✓		14 Days
Boundary adjustments (only where both lots are owned by the applicant)				No requirement
Caravan parks and camping grounds	✓	✓	✓	21 Days
Cemeteries (other than private burial) crematorium and mortuaries	✓	✓	✓	28 Days
Change of use in E2 Commercial Centre zone to commercial premise				No requirement
Change of use to office premises				No requirement
Commercial premises floor area greater than 500m ²	✓	✓	✓	14 Days
Council related development (Council as owner/proponent)	✓		✓	28 Days
Demolition or work to a local heritage item	✓	✓	✓	14 days
Demolition or work to a state heritage item	✓	✓	✓	28 Days
Educational establishments	✓	✓	✓	28 Days
Entertainment facilities (major, indoor, outdoor)	✓	✓	✓	21 days
Existing Use Rights - Intensification	✓	✓	✓	21 days
Extractive industries	✓	✓	✓	28 Days
Food and drink premises	✓	✓	✓	14 Days



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	Council Website	Letters to neighbours	Site Notices	
Function centres	✓	✓	✓	21 Days
Health service facilities	✓	✓	✓	14 Days
Haulage routes – all developments with frontage to a primary haulage route will be notified to the haulage operator/generator	✓	✓		14 Days
Industries or industrial premises with a floor area greater than 500m ²	✓	✓		14 days
Intensive livestock & plant agriculture	✓	✓	✓	28 Days
Neighbourhood shop	✓	✓	✓	14 Days
Places of public worship	✓	✓	✓	21 Days
Recreation facility (major, indoor, outdoor)	✓	✓	✓	21 Days
Residential accommodation up to two additional dwellings (excluding single storey dwellings and secondary dwellings)	✓	✓		14 Days
Residential accommodation (three or more additional dwellings including boarding houses, multi dwelling housing, residential flat buildings etc.)	✓	✓	✓	21 Days
Residential - ancillary				No requirements
Residential – group homes	✓	✓		14 days
Residential – new two storey	✓	✓		14 days
Residential single storey dwellings (not including secondary dwellings)				No requirements
Restricted premises	✓	✓	✓	21 Days
Rural industries	✓	✓	✓	14 days
Service stations	✓	✓		14 Days
Sex services premises	✓	✓	✓	28 Days
Shop top housing	✓	✓	✓	21 days



Proposal Type	Method of Notification			Min duration
	Council Website	Letters to neighbours	Site Notices	
Signage	✓	✓		14 Days
Subdivision Strata or Community Title (no new works proposed)				No requirement
Subdivisions of land no more three (3) lots	✓	✓		14 Days
Subdivisions of land four (4) or more lots	✓	✓	✓	21 Days
Telecommunication facility towers	✓	✓	✓	14 Days
Temporary use of Land	✓	✓	✓	14 Days
Tourist and visitor accommodation	✓	✓	✓	21 days

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Community Participation Plan

Goulburn Mulwaree Council



Community Participation Plan

Version	Comment	Date Effective
1	Draft	03.09.2019
2	Adopted by Council	05.11.2019



Community Participation Plan

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1	Inform	The first step is to inform all relevant parties. This is done through direct written correspondence, exhibitions and public meetings; depending on the needs of a proposal.
2	Consult	This step involves consulting with the community and stakeholders to invite them to provide their insight on a proposal. Details on this written submission process can be found later in this plan. This is by far the most important part of the process, as it allows Council to accurately gauge the concerns and expectations of stakeholders and the community at large.
3	Engage	Through submissions and feedback received through the previous step, we identify key planning issues and concerns that require further consideration prior to determination. In most instances, concerns can be addressed by incorporating minor modifications into the proposal. In circumstances where these issues or concerns are great, Council can seek meetings with the relevant stakeholders and/or the community to discuss options on how to proceed. This may involve repeating this engagement process with an alternate proposal.
4	Determine	This step is where Council determines whether or not the proposal should proceed and subject to what conditions or amendments. In addition to complying with other legislative requirements, Council's <i>Code of Conduct</i> requires that the assessment and determination of all planning matters be conducted in a manner that is fair. The steps leading up to these determinations ensure that the final decision has been considered against both the community views and against the regulatory planning framework. Details of how this



Community Participation Plan

determination has been reached are available to the public, including how community views have been considered.

<p>5 Review</p>	<p>This step involves the ongoing review of the planning decision and/or Council’s processes in making the determination. For most planning strategies, a review period is specified for when the strategy must be reviewed. For other planning matters such as development applications, the determination and community engagement process can help inform better planning processes.</p>
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5. Public exhibition periods

Public exhibition periods play an important role in the planning process they are used to encourage community participation and generate interest in current and future projects. The length of the exhibition period reflects the window of time where the community may provide feedback. The duration of the notification period varies depending on the nature of a specific project or planning matter being advertised. Council will utilise a combination of some or all of the following methods:

- Advertising on the Council’s website;
- Letters to affected landowners or neighbours;
- Letters sent via email where the email address is known;
- Erecting site notices to advertise the proposed development; and
- Advertising in the Goulburn Post Weekly newspaper.

Minimum exhibition timeframes for certain planning matters are prescribed in Appendix 1 and 2 of this *Community Participation Plan*. Council will exhibit a proposal for the minimum timeframe specified and will consider an extended timeframe for the exhibition period based on the scale and nature of the proposal and the level of community interest. An extended public exhibition period may also be considered to accommodate public holidays or holiday periods. The period between 20 December and 10 January is also excluded from the calculation of public exhibition periods, in accordance with the EP&A Act.

Any written or published notice for an advertised development must contain the information required under section 89 of the *Environmental Planning and Assessment Regulation 2000*.



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6. Who gets notified about development?

Appendices 1 and 2 set out the minimum requirements for the notification and advertising periods for certain development application types. Where not specified under Appendices 1 or 2, the development type must be publicly exhibited for the minimum period specified under Schedule 1 of the EP&A Act. Advertising and notification activities are always up to the discretion of the assessing officer unless specified in this plan.

Neighbour notification typically includes letters to landowners immediately adjacent to the proposed development. Council acknowledges, however, that there are some instances where the neighbour notification area should be expanded due to the potential impact of the proposed development. In these circumstances, Council will expand the notification area to include those properties it believes are materially affected by the proposed development. Examples of when the notification area may be expanded can include:

- Land in close proximity to the site that may be potentially affected.
- When a recreational facility is proposed.
- When a residential flat building is proposed.
- When a large event is proposed.
- When traffic or other impacts may extend beyond the notification area.
- When the bulk and scale of the development will significant affect the streetscape.

The above is not to be taken as an exhaustive list merely a guide.

It should be noted that if you are not directly notified, the details of the proposal will be publicly available on Council’s website. You do not need to be directly notified in order to view the proposal or make a submission.



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7. Who gets notified about other planning matters?

For other planning matters, including plans, strategies and other non-development related matters in Appendix 1, Council will focus on extensively advertising the matter through a variety of means rather than mailing out individual notification letters. This is done due to the sheer impracticality, inefficiency and waste generation that occurs in sending out individual notification letters to large parts or all of the local government area each time a planning matter is placed on exhibition.

To advertise other planning matters, Council will typically employ the following techniques:

- Advertising in the Goulburn Post Weekly newspaper.
- Regular posts on Council’s social media platforms.
- Use of pamphlets or posters at the library, Civic Centre, and Community Centres.
- Use of Council’s yoursay webpage.
- Media releases.

Notwithstanding the above, Council will notify key stakeholders if they represent a group of people that are likely to be significantly impacted by the proposal. Some key stakeholder groups that may be contacted can include:

- Chambers of Commerce.
- Local Aboriginal Land Councils.
- Historical Societies.
- Local planning consultants.
- Individuals affected by a planning proposal (where the planning proposal is not a broader review of the Local Environmental Plan).



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8. Some important notes regarding public exhibitions

In some circumstances, there may be development matters not subject to the mandatory exhibition timeframes put forward in the *Community Participation Plan*. This can include developments that are exempt from approval or simply have no public exhibition requirement. Additionally, there are some occasions where a government priority or administrative requirement demands immediate action on proposals that prevents the implementation of the community participation process.



Photo: Goulburn Local Court

Other notes to consider:

- Due to a combination of State and Commonwealth privacy and copyright legislation, Council may be limited in its ability to provide documentation, reproduce documentation and keep documentation on public record past the public exhibition period. It is your responsibility to ensure you have your own copies of this information.
- Not all planning matters in Goulburn Mulwaree are governed or controlled by Council. Some developments, such as large quarries, can be considered to be State Significant Development and are assessed by the Department of Planning, Industry and Environment (DPIE). When DPIE is responsible for the proposal, the proposal's details will be made available separately on DPIE's major projects website.
- Timeframes are in calendar days and include weekends.
- If the exhibition period is due to close on a weekend or a public holiday, Council will extend the exhibition to finish on the first available work day.
- The period between 20 December and 10 January (inclusive) is excluded from the calculation of a period of public exhibition.
- This document does not prevail over any other legislated requirements for public exhibitions, unless otherwise specified under the EP&A Act.



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9. How to provide submissions

Submissions can be made in the following ways:

- Handed to the Customer Service Team at the Civic Centre 184-194 Bourke Street, Goulburn. Customer Service is open from 8:30am to 4:30pm Monday to Friday, excluding public holidays.
- Posted to Locked Bag 22 Goulburn NSW 2580.
- By email. The advertisement for the item on public exhibition will specify the email address.

When making a submission towards a development application, it is recommended that you fill in the 'Submission to Development Application' form, available on Council's website. This form will ensure that Council has your contact details and can keep you informed.



Photo: Old Victoria Inn, Bungonia



Community Participation Plan

10. Guide to making submissions

Submissions can raise local issues and make a positive contribution to the planning process. These guidelines will assist in the processing of your feedback and help to expedite our response. Please consider each point carefully before submitting feedback to Council.

- Please ensure that your submission includes the reference number or title of the proposal you are lodging your submission on and must be addressed to the contact person listed. If you are lodging a submission in relation to a development application, you should include the development application number (e.g. DA/1234/1819) and the property address.
- Please make sure that your submission is lodged by the closing date for public exhibition. The closing date will be on the public exhibition notice, website or notification letter.
- Please clearly state and detail the reasons or grounds for your support or objection to the proposal. Council needs to know the reasons why you object to or support a proposal before taking it into consideration.
- Section 10.4 of the EP&A Act, requires you to disclose reportable political donations and gifts if you are making a relevant public submission to Council. Failure to disclose relevant information is an offence under the EP&A Act. Council is required to make any disclosure made under this section publicly available on its website. Further information about the requirement to disclose any political donations and gifts is outlined in Section 10.4 of the EP&A Act. If disclosure of a political donation or gift is necessary, a Disclosure Statement Form must be completed and included with your submission (available from Council's website).
- If submitting to a development application, Council may forward your submission to the applicant for a response in addition to any government agency that is a referral authority for the development application.
- Council will send you an acknowledgement of your submission, however, Council does not make individual and personalized responses to submissions. If your submission relates to a development application, Council will also notify you of the outcome of the determination or the likely date of any Council meeting determination (whichever is applicable).
- In accordance with the provisions of the *Government Information (Public Access) Act 2009* (GIPA Act), Council may place the public submission you provided on its website in full. Any personal details or contact information, will not be redacted on Council's website. Members of the public are entitled to copies of your submission under the GIPA Act. A copy of your submission may be reproduced and published in the Council reports or in Court proceedings. Refer to Council's Privacy Management Policy.



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- It is voluntary for you to provide contact information when making a submission. However, if no name or address is provided, the submission will be set aside. If providing a submission for a development application, the 'Submission to Development Application' form allows you suppress all of your contact details other than your name.
- If a submission is made on behalf of multiple people or it contains a petition, only the designated contact person will be given any subsequent acknowledgement or correspondence. The first person with legible contact details will be used if no designated contact is assigned.
- If you cannot provide a submission by the closing date of the public exhibition period, contact Council to request an extension. Extensions are considered on a case by case basis and are decided on a discretionary basis. If no extension is granted, Council may also decide to consider or disregard the submission on a discretionary basis.
- If you wish to make a presentation at a Council meeting to discuss a matter listed in the meeting agenda, you must contact Council prior to the meeting and register to speak. However you should note that not all planning matters are determined at Council meetings. Council's *Development Assessment and Decision Making Policy* separately identifies when development applications will be determined at a Council meeting rather than being determined by Council staff.



Community Participation Plan

Appendix 1: Minimum notification and advertising requirements (plans and other matters)

Proposal	Method	Minimum Period
Draft Community Participation Plans	Council website The Post Weekly	28 days
Draft Local Strategic Planning Statements	Council website The Post Weekly	28 days
Planning Proposals (Amendments to the Local Environmental Plan)	Council website The Post Weekly	28 days unless otherwise specified in the gateway determination
Draft Development Control Plans (including amendments)	Council website The Post Weekly	28 days
Draft Contributions Plans	Council website The Post Weekly	28 days
Designated Development	Council website Notification to neighbours The Post Weekly Site Notice	28 days
Review of Determination	Letter to submitters same methods as used when application originally notified/advertised	14 days



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Proposal	Method	Minimum Period
Development Applications	Advertising and notification discretionary unless otherwise specified in Appendix 2	14 days (unless otherwise specified in Appendix 2)
Integrated Development requiring approval under the Heritage Act 1977 or Water Management Act 2000 or the Protection of the Environment Operations Act 1997.	Council website Notification to neighbours The Post Weekly Site Notice	28 days
All other Integrated Development	Council Website The Post Weekly (unless otherwise specified in Appendix 2)	14 days (unless otherwise specified in Appendix 2)
Modifications made under s4.55(1)	No requirement	No requirement
Modifications made under s4.55(1A)	No requirement, unless the original development was approved by the Court on appeal, where the Court must be notified in addition and the same notification/advertising method being used as for the original development.	No requirement, unless the original development was approved by the Court on appeal, where the Court must be notified in addition and the same notification/advertising method being used as for the original development.
Modifications made under s4.55(2)	Advertising and notification discretionary unless otherwise specified in Appendix 2	14 days (unless a longer period is specified in Appendix 2)



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Proposal	Method	Minimum Period
Modifications made under s4.56	Council Website	14 days (unless a longer period is specified in Appendix 2)
	The Post Weekly	
	The Court	
	Notification to each person who made a submission to the original development application	
	Any other advertising or notification required for the development in accordance with Appendix 2.	
Voluntary Planning Agreements	Council website	28 days
	Notification to neighbours	
	The Post Weekly	
Variations under Clause 4.6 of the Goulburn Mulwaree Local Environmental Plan	Council website	28 days
	Notification to neighbours	
	The Post Weekly	
* The Department of Planning, Industry and Environment is responsible for the exhibition of these proposals		



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Appendix 2: Exhibition requirements for specific development types

Note: Refer to Appendix 1 before applying this table. If the development is not listed in the table below, a minimum public exhibition period of 14 days is applied and advertising and notification is made at the development assessment officer’s discretion.

Proposal Type	Method of notification				Min duration
	Council Website	Letters to neighbours	The Post Weekly	Site Notices	
Amusement centres	✓	✓	✓	✓	14 Days
Animal boarding or training establishments	✓	✓			21 Days
Boarding house or hostel	✓	✓			14 Days
Boundary adjustments (only where both lots are owned by the applicant)					No requirement
Caravan parks and camping grounds	✓	✓	✓	✓	21 Days
Cemeteries (other than private burial) crematorium and mortuaries	✓	✓	✓	✓	28 Days
Change of use in B3 Commercial Core zone to commercial premise					No requirement
Change of use to office premises					No requirement
Commercial premises floor area greater than 500m ²	✓	✓	✓	✓	14 Days
Demolition or work to a local heritage item	✓	✓	✓	✓	14 days
Demolition or work to a state heritage item	✓	✓	✓	✓	28 Days
Educational establishments	✓	✓	✓	✓	28 Days
Entertainment facilities (major, indoor, outdoor)	✓	✓	✓	✓	21 days
Extractive industries	✓	✓	✓	✓	28 Days



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Proposal Type	Method of notification				Min duration
	Council Website	Letters to neighbours	The Post Weekly	Site Notices	
Food and drink premises	✓	✓	✓	✓	14 Days
Function centres	✓	✓	✓	✓	21 Days
Health service facilities	✓	✓	✓	✓	14 Days
Haulage routes – all developments with direct access (see footnote) ¹	✓	✓			14 Days
Industries or industrial premises with a floor area greater than 500m ²	✓	✓	✓		14 days
Intensive livestock & plant agriculture	✓	✓	✓	✓	28 Days
Neighbourhood shop	✓	✓	✓	✓	14 Days
Places of public worship	✓	✓	✓	✓	21 Days
Recreation facility (major, indoor, outdoor)	✓	✓	✓	✓	21 Days
Residential accommodation up to two additional dwellings (excluding single storey dwellings and secondary dwellings)	✓	✓			14 Days
Residential accommodation (three or more additional dwellings including boarding houses, multi dwelling housing, residential flat buildings etc.)	✓	✓	✓	✓	21 Days
Residential – group homes	✓	✓			14 days
Residential – new two storey	✓	✓			14 days
Residential single storey dwellings (not including secondary dwellings)					No requirements
Restricted premises	✓	✓	✓	✓	21 Days
Rural industries	✓	✓	✓	✓	14 days
Service stations	✓	✓			14 Days
Sex services premises	✓	✓	✓	✓	28 Days



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Proposal Type	Method of notification				Min duration
	Council Website	Letters to neighbours	The Post Weekly	Site Notices	
Shop top housing	✓	✓	✓	✓	21 days
Signage	✓	✓			14 Days
Subdivision Strata or Community Title (no new works proposed)					No requirement
Subdivisions of land no more three (3) lots	✓	✓			14 Days
Subdivisions of land four (4) or more lots	✓	✓	✓	✓	21 Days
Telecommunication facility towers	✓	✓	✓	✓	14 Days
Temporary use of Land	✓	✓	✓	✓	14 Days
Tourist and visitor accommodation	✓	✓	✓	✓	21 days

¹Development proposed on a known haulage route will be notified to the haulage operator/generator

The Chief Executive Officer
Goulburn Mulwaree Council

By email

Submission on the Community Participation Plan

Thank you for the opportunity to make this submission on the Community Participation Plan (CPP). The Plan is an important part of the mechanism which supports Council's various planning functions and also an important aspect of Council's overarching commitment to community engagement on all of its operations.

Planning is one of the most important activities of Council and the CPP applies to various planning functions of Council including the development of plans and strategies and the processing of planning proposals, amendments to the Development Control Plan and assessment of Development Applications. The economic development and the liveability of communities in the Goulburn Mulwaree LGA are dependent on a smoothly functioning planning system which is efficient, transparent and equitable. Individual residents and businesses must have confidence in that system.

The CPP, which deals with all Development Applications which are considered and determined by Council staff (as opposed to those determined by a Council meeting), will either promote transparency or hinder it; contribute to community confidence and trust in the Council or erode it.

Our current CPP is in need of a comprehensive review, as highlighted to Council in its 18 June 2024 meeting, although the current draft for comment deals only with a limited number of interim changes reflecting legislative and policy changes which have occurred since the current Plan was adopted in 2019. In this Submission I will deal with some of the proposed changes as well as broader issues which relate to the CPP and Council's planning process.

The main issues I see which need to be addressed are:

- Some specific issues which relate to Goulburn because of its history and heritage housing stock;
- Transparency of decision-making and engagement with those making DAs; and
- Ensuring effective consultation for those directly affected or more broadly interested in development proposals.

Some of the matters dealt with below also relate to common issues which arise in local government administration of planning systems specifically and business regulation more generally. These areas have been the subject of research reports by the Productivity Commission and the findings of those reports have continued relevance for Goulburn Mulwaree Council.

Proposals to build close to the boundary of limited title blocks

Many of the blocks of land in Goulburn, particularly in the Heritage Conservation Areas, are limited Torrens title blocks. This is because the land has not been surveyed by the New South Wales Registrar General and therefore the Government is not in a position to accept the boundaries of the property as settled. This creates the potential for problems unless Council exercises care in its planning processes.

The deed boundaries of a limited title property may date from the late nineteenth or early twentieth centuries AND may subsequently have been affected by the pattern of occupation giving rise to property rights as a consequence of adverse possession (see *Sidoti v Hardy* [2021] NSW CA 105). It is not Council's role to determine the boundaries of limited title properties but it is the Council's role to determine appropriate boundary set offs. Accordingly, Council must exercise care when approving DAs which propose building close to boundaries between limited title blocks.

The current limitations in the Development Control Plan on how close development can be to a boundary assume that the position of that boundary is settled. For hundreds of properties in Goulburn Mulwaree this is not the case.

In considering DAs on limited title blocks council staff must have a duty of care to ensure that the immediately adjacent neighbour has been consulted and any boundary issues have been resolved. In the absence of consultation, boundary disputes may arise and property rights may be negatively affected.

The Community Participation Plan should reflect both stronger requirements on Council that affected neighbours should be consulted and an absolute requirement that Council itself should notify the immediately adjacent neighbour of the development on limited title land.

Transparency of decision-making

Decision-making in councils has long been the subject of efforts to improve productivity and transparency. This is particularly important when councils exercise regulatory responsibilities.

The Productivity Commission, in two separate 2011 reports on Planning, Zoning and Development Assessment and on Local Government as a Regulator, provided an insight into how Councils operate, with the second of the reports on business regulation finding that councils mostly were engaged in administering state government regulation without sufficient resources, training or guidance on priorities. The result was that councils tended to overregulate as a means of reducing risk. It was easier and less risky for councils to say no rather than yes at the margin, with the outcome being that business growth was hindered rather than encouraged. DA processes may also be slowed down and made more bureaucratic with the objective of reducing risk to both the responsible council staff and the Council itself. Businesses in Goulburn, individually and collectively through the Chamber of Commerce, have complained of delays and lack of transparency in decision-making.

The most recent figures from Planning NSW confirm that Council's DA performance is slowing down and compares unfavourably with Regional NSW as a whole. In the last financial year, 2023-24, the Council took 122 days on average to assess a DA. This compares with 100 days on average for regional NSW. When compared with the previous financial year, Council's performance has worsened with the average time for assessment of DAs taking 40% longer than in 2022-23, when Council assessed 23% more DAs (an additional 72).

The CPP should be amended to strengthen the requirement for transparency in advising the community and proponents of specific reasons for decisions. The "catch all" phrase for a decision "in the public interest" does not promote confidence in Council's planning processes which are often perceived by businesses as adding unnecessary delay and cost to opportunities to establish and expand a business.

Who Gets Notified of Planning Issues

The CPP leaves it up to Council staff to determine whether persons are materially affected and should therefore be specifically notified. Council staff should not rely on specific statements from a DA proponent that neighbours will not be affected when determining whether a person is materially affected. In fact, the matters that will be considered by Council in making this determination should be clearly set out and made available on the Council website. Complaints from people who consider that they should have been consulted should be fully responded to.

It is surprising that Council does not keep some record of development applications on file which can be accessed by neighbours during the construction process. The claim that such material is not available after a public exhibition period because of privacy or

copyright issues appears to lack credibility in this context. If something can be placed in the public arena during an exhibition, Council should not be able to rely on privacy when asked to produce that material. There may be some exemption for detailed plans prepared by an architect to accompany a DA but the overwhelming part of material forming a DA should be available. The statement in the draft CPP (page 13) that “It is your responsibility to ensure that you have your own copies of this information” suggests that Council is motivated more by a desire to minimise work and cost rather than any principled position. The principle of transparency should inform Council’s processes. The proposed approach in the CPP is not the hallmark of a council which places a premium on being helpful.

The draft Plan also identifies some key stakeholder groups that may be contacted by Council if they represent a group of people that are likely to be significantly impacted by a proposal. The inclusion of historical societies (which I take to include Heritage Groups) is important because of the requirement of Council that a Heritage Impact Statement be included in DAs relating to development of heritage listed buildings or buildings in heritage Conservation Areas. The purpose of the requirement must be to inform Council decision-makers, but the fact that Heritage Impact Statements provided to Council are frequently either incomplete or factually incorrect clearly undermines this purpose. Where required, Heritage Impact Statement must be complete and factually accurate.

The Minimum Requirements for Notification

The revised document places an emphasis on meeting only the **minimum requirements** for notification and highlights the need to end the Council’s current newspaper advertising because it goes **above and beyond requirements**. Council’s emphasis on doing as little as possible with regard to community engagement in this area shows a lack of respect for the community and stands in stark contrast to its recent decision to increase rates and elected member allowances for 2024-25 to the **maximum permissible levels** not the minimum.

The decision to scrap advertising in the Goulburn Post and rely solely on the Council’s website assumes that Goulburn community members, regardless of age or socio-economic status, are all equally engaged with Council through its website. This is unlikely to be the case but it would be useful to draw some conclusions about the adequacy of the Council website for community engagement by looking at the number of external submissions the Council will receive on this issue of the Draft Community Participation Plan.

The problem here is that people do not know what they do not know. That is, if people have no idea that a development is being planned in their area or that a DA has been lodged they will not know when to look at the website.

There is an argument, in addition to other previously articulated arguments about community engagement, that notice of and advice about DAs and other planning issues should be included in a regular newsletter to be circulated by Council to the community. It would not be possible to rely on the newsletter for all DAs, given the 14-day and 28-day notice periods for some DAs, but at the very least the newsletter could include a constant reminder in simple language of where planning issues can be found on the Council's website, social media platforms, etc.

In conclusion the following issues should be addressed as part of this review:

- Review Council processes to establish why the rate of assessments has slowed in 2023-24 compared with the previous year and with other regional NSW councils;
- Support Council staff with guidance and training to minimise overregulation and avoid the rejection of DAs to minimise risk to Council. The benefits which arise from approving a DA in terms of establishing and expanding a business should be given greater weight;
- Provide detail of specific reasons for rejecting a DA to ensure transparency and confidence in the planning process;
- Require DA proponents to state whether their block is limited title and ensure immediately adjacent neighbours are consulted in the consideration of DAs relating to limited title blocks;
- Direct planning staff that they must not rely on statements by DA proponents when determining whether neighbours are materially affected;
- Ensure that Heritage Impact Statements, like other components of a DA, are complete and factually accurate so that Council staff can make informed assessments;
- Adopt processes which ensure effective opportunity for community consultation, not the bare minimum. The lack of opportunity for effective consultation has been the focus of criticism of Council in recent times; and

- Look at opportunities to use a regular newsletter to augment channels for engaging and consulting the community on planning.

I thank the Council for the opportunity to provide this Submission. I hope that the comments I have made will prove useful in the Council's current review of the draft Community Participation Plan and the broader review of the Plan foreshadowed by Council.

Adrian Beresford-Wylie
26 July 2024

15.2 2324T0014 BRIDGES FOR EASTGROVE AND SOUTH GOULBURN

Author: Business Manager Community Facilities

Director Operations

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. 2324T0014 Evaluation Report - Confidential

Link to Community Strategic Plan:	19. Our Infrastructure IN4 Maintain and update existing community facilities, and support the development of new community infrastructure as needed.
Cost to Council:	<p><u>Eastgrove South Pathway</u></p> <ul style="list-style-type: none"> • Get NSW Active 2122 Grant Program - \$2,015,000 • 190172 Footpath Replacement - \$200,000 • 190103 Guardrail Replacement - \$150,000 • 190264 Kerb and Gutter Replacement - \$225,000 • 190114 Urban Resealing - \$25,000 <p><u>South Goulburn Pathway</u></p> <ul style="list-style-type: none"> • Get NSW Active 2223 Grant Program - \$3,217,280
Use of Reserve Funds:	Nil

RECOMMENDATION

That:

1. The report from the Business Manager Community Facilities on Tender 2324T0014 Bridges for Eastgrove and South Goulburn be received.
2. The tender from Edwards Constructions Pty Ltd is accepted in accordance with the specification and documents for Tender 2324T0014 Bridges for Eastgrove and South Goulburn for the lump sum price of \$1,194,766.36 (GST Exclusive)
3. Council reallocates additional funding to the Eastgrove South Shared Path Project to enable the construction of the pedestrian bridge, with any unspent funds to be redistributed back to the original projects:

- 190172 Footpath Replacement	\$200,000
- 190103 Guardrail Replacement	\$150,000
- 190264 Kerb and Gutter Replacement	\$225,000
- 190114 Urban Resealing	\$25,000

BACKGROUND

Council has received grant funding through the Get New South Wales Active 21/22 (Eastgrove Shared Path) and the Get New South Wales Active 22/23 (South Goulburn Shared Path) Programs.

Stage one of the project which included the design and construction of shared paths in both the Eastgrove Goulburn and South Goulburn, was presented to Council on 19 March 2024 (Resolution 2024/35).

This report covers stage two of the project which includes the upgrade and reconstruction of five pedestrian bridges along the Eastgrove and South Goulburn paths. This project also includes a 61 meter pedestrian bridge behind Goulburn Golf Club which was recently closed. This bridge forms part of the Eastgrove Walking Track project and was included in this tender due to the unforeseen rapid deterioration which resulted in its closure. The advice from the consulting engineer was that the bridge had deteriorated to a point that it was not safe to the public and a full replacement of the structure was recommended.

This bridge was not included in the original scope of works that the funding body approved in October 2022. This bridge is an essential link along the walking track.

Following the review of tenders, a further \$598,444 (GST Exclusive) is required to complete the Eastgrove Shared Path project. This includes contingency to cover any potential risks that may occur during construction. To cover this shortfall the following funds have been identified to be transferred to this project:

- 190172 Footpath Replacement \$200,000
- 190103 Guardrail Replacement \$150,000
- 190264 Kerb and Gutter Replacement \$225,000
- 190114 Urban Resealing \$25,000

The funding body is considering a variation to cover a portion of the shortfall of the pedestrian bridge. Depending on the amount contributed by the Transport for NSW the above amounts will be adjusted and unspent funds will be redistributed to the applicable project codes.

REPORT

Tenders were called on the 28 May 2024 for the upgrade and reconstruction of five pedestrian bridges along the Eastgrove and South Goulburn paths. The tender process was conducted in accordance with the requirements of the Local Government Act 1993, Local Government (General) Regulation 2005 and the Tendering Guidelines of NSW Local Government (General) Regulation 2009.

Tender submissions closed on 2 July 2024. Submissions were received from six companies. A detailed evaluation of the submissions was undertaken in line with the approved tender plan. Submissions were ranked at the conclusion of the evaluation process. A detailed evaluation is attached to this report.

Following the completion of the tender evaluation process, the Panel recommends Edwards Constructions Pty Ltd as the preferred tenderer in accordance with the documentation for Tender 2324T0014. This recommendation is based on Edwards Constructions Pty Ltd being the highest-ranking proponent at the completion of the evaluation process combining both the non-price and price criteria.

The Evaluation Report is included with the Closed Session reports in accordance with s10A(2)(d) Local Government Act 1993 as it contains commercial information that would, if disclosed, prejudice the commercial position of the person who supplied it. It is not appropriate for this to be provided in an Open Session.

15.3 2324T0015 MOUNTAIN ASH ROAD BATTER SLIP

Author: Natural Disaster Coordinator
 Director Operations

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. Signed Mountain Ash Road Evaluation Sheet - Confidential

Link to Community Strategic Plan:	18. Our Infrastructure IN3 Maintain and improve road infrastructure and connectivity.
Cost to Council:	NIL. Natural Disaster Funding under the Disaster Recovery Funding Arrangements
Use of Reserve Funds:	NIL

<p>RECOMMENDATION</p> <p>That:</p> <ol style="list-style-type: none"> The report from the Natural Disaster Coordinator on the Tender 2324T0015 for Mountain Ash Road Natural Disaster Restoration Works be received. The Tender from Denrith Pty Ltd for \$816,687.00 (GST Inclusive) is accepted in accordance with the specification and tender documents for 2324T0015.

BACKGROUND

Goulburn Mulwaree Council has faced nine natural disaster events since the start of 2020. To aid in restoration efforts, the Council has successfully secured funding through the Australian Government Disaster Recovery Funding Arrangements.

Following two significant flood events in January 2022, Council identified three sections of Mountain Ash Road that had been affected by rainfall. These events caused a significant embankment slip.

REPORT

Tenders were called on 6 June 2024 for the Mountain Ash Road Natural Disaster Restoration project. The tender process was conducted in accordance with the requirements of the Local Government Act 1993, Local Government (General) Regulation 2005, and the Tendering Guidelines of NSW Local Government (General) Regulation 2009.

Tender submissions closed on 2 July 2024. Submission were received from six companies. A detailed evaluation of the submissions was carried out in line with the approved tender plan. Submissions were evaluated and ranked accordingly. A detailed evaluation is attached to this report.

Following the completion of the evaluation process, the Evaluation Panel recommends Denrith Pty Ltd as the preferred tenderer in accordance with the documentation for Tender 2324T0015. This recommendation is based on Denrith Pty Ltd being the highest-ranking proponent at the completion of the evaluation process, combining both non-price and price criteria.

The Evaluation Report is included with the Closed Session reports in accordance with S10A(2)(d) of the Local Government Act 1993, as it contains commercial information that would, if disclosed, prejudice the commercial position of the company that supplied it. It is not appropriate for this to be provided in an Open Session.

15.4 2324T0016 KENMORE HOSPITAL SPS ELECTRICAL INSTALLATION

Author: Director Utilities

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. **2324T0016 Kenmore Hospital SPS Electrical Installation Evaluation Report Confidential.pdf - Confidential**

Link to Community Strategic Plan:	21. Our Infrastructure IN6 Implement safe, accessible, and efficient management and recycling options for general waste, green waste, and sewage.
Cost to Council:	Total Cost - \$255,970 incl GST
Use of Reserve Funds:	This project has a budget allocation, from funds carried over from the 23/24 Financial Year

RECOMMENDATION

That:

1. The report from the Director Utilities on the Kenmore Hospital SPS Electrical Installation Tender 2324T0016 be received.
2. The tender from Complete Power is accepted for the Kenmore Hospital SPS Electrical installation for the lump sum of \$255,970 (GST Inclusive), in accordance with the specification and documents for Tender 2324T0016

BACKGROUND

The Kenmore Hospital Sewer Pump Station (SPS) services a section of Bradfordville to the north of Goulburn. Located within the Kenmore Hospital site, electricity for the pump station is currently supplied from a private electrical supply at the site. This private supply has deteriorated extensively. This project is the installation of a new dedicated power supply to power the pump station, ensuring that the pump station has a reliable supply of power and reducing the risk of failure and any potential environmental incident.

REPORT

Tenders were called on 16 June 2024 for the installation of a new power supply for the Kenmore Hospital sewer pump station. The tender process was conducted in accordance with the requirements of the *Local Government Act 1993, Local Government (General) Regulation 2005* and the Tendering Guidelines of NSW Local Government (General) Regulation 2009.

Tenders closed on 23 July 2024. Submissions were received from two companies:

Company	Address
Complete Power Pty Ltd	129 Kingsdale Road Goulburn NSW 2580
Rodgers Electrical Pty Ltd	1/6 Sleigh Place Hume ACT 2620

A detailed evaluation of the submissions was carried out in line with the approved tender plan. Submissions were ranked at the conclusion of the evaluation process. The detailed evaluation is provided as a confidential attachment to this report.

Following the completion of the tender evaluation process, the Evaluation Panel recommends Complete Power as the preferred tenderer in accordance with the documentation for Tender 2324T0016. This recommendation is based on Complete Power being the highest-ranking proponent at the completion of the evaluation process combining both the non-price and price criteria.

The Evaluation Report is included with the Closed Session reports in accordance with s10A(2)(d) Local Government Act 1993 as it contains commercial information that would, if disclosed, prejudice the commercial position of the person who supplied it. It is not appropriate for this to be provided in an open session as it relates to tender information

15.5 TRIBE BREWERIES SECTION 64 DEVELOPER CHARGES ANNUAL REPORT 2023/24

Author: Director Utilities
Authoriser: Aaron Johansson, Chief Executive Officer
Attachments: Nil

Link to Community Strategic Plan:	21. Our Infrastructure IN6 Implement safe, accessible, and efficient management and recycling options for general waste, green waste, and sewage.
Cost to Council:	There are no developer charges payable for the 2023/24 financial year.
Use of Reserve Funds:	Nil

RECOMMENDATION

That

- The report from the Director Utilities on the Tribe Breweries Section 64 Developer Charges Annual Report 2023/24 be received.

BACKGROUND

In April 2018, Council resolved the charging regime for the section 64 water and sewer developer changes for Tribe Breweries (Resolution 2018/105). This resolution required an annual report to be presented to Council detailing their water usage and sewer discharge; employment levels of the business and fee reductions sought.

Tribe Breweries commenced operation in 2019 and have paid section 64 fees as their business has increased. Last financial year (2022/23), Tribe Breweries were not required to pay any additional section 64 developer charges as they used less water and discharged less to sewer than the previous year (2021/22).

REPORT

In accordance with resolution 2018/105, the developer charges for Tribe Breweries have been charged based on increases in their annual operations until they reach full capacity. These charges are calculated annually, reported to Council and then charged to Tribe Breweries. This regime allowed Tribe Breweries to pay for their contributions as their production increased rather than paying for their ultimate usage upfront and potentially not reading their ultimate production rate for a number of years. Their total growth of production is capped as per the development approval.

During the 2023/24 financial year, Tribe Breweries had the following water use and sewer discharge from site:

	2023/24 Usage/Discharge (kL)	2023/24 ET Equivalent	ET Previously Charged
Water	99,201	431.3086957	445.5130435
Sewer	69,811.1	498.6507143	544.4

The water usage and sewer discharge for the 2023/24 financial year, was lower than the 2021/22 financial year which means that no additional section 64 fees are payable for 2023/24 as there was no further growth in production.

As at 30 June 2024, Tribe Breweries employed 75 staff that reside in the Goulburn Mulwaree Council Local Government Area. Within the Goulburn Mulwaree Local government area they supported 52 businesses during the 2023/24 financial year increased their sponsorship of local sporting and community organisations with donations and sponsorship of 6 groups.

15.6 STATUS UPDATES - STATE OF OUR REGION REPORT

Author: Director Corporate & Community Services

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. **Status Update Tables - State of our Region Report** [↓](#) 

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

RECOMMENDATION

That

1. The report from the Director Corporate & Community Services on the Status Updates – State of our Region Report be received.
2. The Council note the status updates provided for inclusion in the State of our Region Report.

BACKGROUND

It is a requirement under the Local Government Act 1993 for all Councils to report on the progress of the implementation of their Community Strategic Plan through the Delivery Program.

REPORT

In accordance with Section 402 of the *Local Government Act 1993*, staff have prepared status updates on the implementation and effectiveness of the Goulburn Mulwaree Community Strategic Plan, Council’s Delivery Program and annual Operational Plans over the past three years of Council’s Term (2021-2024).

These status updates detail Council’s progress in achieving the strategies and planned outcomes of the five strategic pillars i.e. Our Environment, Our Economy, Our Community, Our Infrastructure and Our Civic Leadership.

The tables will form part of the State of our Region Report that will be presented to the second meeting of the newly elected Council as part of the 2024 Annual Report.

A. Our Community

“To have a network of vibrant, inclusive and diverse communities that value our co-operative spirit, self-sufficiency and rural lifestyle”

Strategic Objectives:

“Our community’s health and wellbeing are supported”

Strategy		Planned Outcome	Performance Outcomes
A.1	Advocate and facilitate discussions with relevant authorities and funding bodies to improve access to services and facilities for youth, older adults, and people with disabilities.	Continued implementation of Neighbour Aid and Centre based Respite i.e. CHSP (now known as Seniors Social Support Service) and Leisure Link i.e. NDIS programs.	All CHSP requirements have consistently been met. CHSP service passed Aged Care Quality and Safety Commission audit in 2023. NDIS program has been retained and service provision has consistently met the expectations of the NDIS Practice Standards.
		Dedicated youth space/centre appropriately resourced.	Council assisted PCYC prepare a grant application to establish a dedicated Youth Centre behind the existing PCYC building off Avoca Street, Goulburn however PCYS was only successful in obtaining half the required funds to meet BCA requirements. Subsequently, PCYC undertook minor alterations within existing building to deliver limited youth activities for members only.
		Development and implementation of 2021 – 2026 Goulburn Mulwaree Disability Inclusion Action Plan (DIAP).	Goulburn Mulwaree Council 2021--2026 DIAP completed and endorsed by NSW Disability Council. Ongoing implementation of the DIAP in consultation with staff, members of the public and other disability service providers.

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		Location and concept of Community Centre defined following community consultation process.	Following a comprehensive review by a staff working party and Council's Community Centre Working Party, Council resolved to defer any further consideration of a new Community Centre due to the significant cost involved and a lack of funds available.
A.2	Support youth programs that encourage empowerment, resilience, and capacity building.	<p>Deliver a range of youth programs operating year-round to address social, health and educational needs of youth.</p> <p>Network and develop relationships with young people and community services providers to support youth growth in the community.</p>	<p>A range of youth programs and events have been delivered annually including, Vibesfest, Youth Mentoring, Youth Week, School Holiday, term-based and school-based programs. There has been a large increase in youth participant numbers across the 3-year term, representing approx. 60% growth.</p> <p>In 2022 Council hosted a highly successful 3-day NSW Youth Conference.</p> <p>Completion of the Goulburn Mulwaree Council Youth Consultation Report 2024 following 9 months of consultation with local youth, families, and youth service providers.</p>
A.3	Promote physical and mental health and partner to ensure our community has access to appropriate information and support services to improve health outcomes.	Network and develop relationships with service providers to support physical and mental health initiatives in the community.	<p>Council Youth Services has partnered with, or supported:</p> <ul style="list-style-type: none"> • headspace - to deliver Youth Mental Health, and Teen Mental Health First Aid training. • Anglicare - to deliver <i>Love Bites</i> healthy relationship training to local high school students.

Goulburn Mulwaree Council **State of our Region Report Tables**

<p>A.3 (cont.)</p>	<p>Promote physical and mental health and partner to ensure our community has access to appropriate information and support services to improve health outcomes.</p>		<ul style="list-style-type: none"> • headspace, Mission Australia and PCYC - to deliver <i>Save a Mate</i> youth drug & alcohol training to local high school students. • PCYC - <i>Fit 4 Life</i> and <i>Fit 4 Change</i> programs. • Local youth services for ongoing local high school outreach sessions. <p>CHSP and NDIS social support services have facilitated workshops / information sessions / expos on:</p> <ul style="list-style-type: none"> • Seniors Rights and disability advocacy. • Aging well i.e. seniors' yoga. • Inclusion and connectivity. • Health and wellbeing i.e. mobility, stretching, cognitive exercise.
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“There is active and creative participation in community life”

Strategy		Planned Outcome	Performance Outcomes
A.4	Events celebrate the identity of our towns, our heritage, and our culture.	Attract sports and adventure tourism opportunities and support the development of vibrant cultural and heritage events to grow the year-round visitor economy.	<p>Event Development Funding supported 29 events in 22/23 and 23/24 with funding of approx. \$170,000 provided, plus in-kind support.</p> <p>Financial Assistance and Fee Waivers were provided to a further 36 events in 22/23 and 23/24, plus in-kind support.</p> <p>The economic impact of several of the major events secured indicate:</p> <ul style="list-style-type: none"> • Hockey NSW State Championships - \$3.5M in Dec 2022 and again in 2023. • Judo International - \$1.14M
A.5	Develop compelling public spaces and experiences for the community across the region.	Public areas, parks, open space, and facilities meet the community’s recreational, social, and cultural needs.	<p>Public spaces have been upgraded to enhance community experiences at various parks including Bladwell Park with the addition of a new playground, half-court basketball facility and cricket nets. Tony Onions Park Marulan with the addition of a medium sized adventure playground</p> <p>The continuation of user groups meetings across sports and recreation facilities such as the recreation area.</p> <p>The redevelopment of the Aquatic Centre to provide a broader range of experiences across a larger demographic within the region.</p>

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<p>A.5 (cont.)</p>	<p>Develop compelling public spaces and experiences for the community across the region.</p>		<p>The continuation of the walking track across Goulburn to provide a broad range of activities for all levels across the region.</p>
		<p>Create a cultural environment that contributes socially and economically to the community.</p>	<p>The dynamic programs and exhibitions offered at Goulburn Regional Art Gallery, Goulburn Performing Arts Centre (see summary in section below), Goulburn Mulwaree Library, the Museums and the various community and tourism events continue to develop and provide social and cultural benefits for the community.</p> <p>Activation of spaces through public art, including the very successful PAINT THE TOWN and Tarlo Bridge mural installations continue to add further vibrancy to the region.</p>
		<p>Council continues to provide arts and cultural facilities (Gallery, Library, Museums, Performing Arts Centre, and Events).</p>	<p>Visitor numbers to Marketing, Events & Culture facilities for the periods 22/23 and 23/24 are noted below. Many public programs occurred across the various sites during this period also, as well as online engagement which are not captured in the below figures:</p> <p>Gallery 22/23 – 21,639 visitors; 258 education programs with 3,000 students; 19 exhibitions</p> <p>Gallery 23/24 – 21,688 visitors; 244 education programs with 2,548 students; 17 exhibitions.</p> <p>Library 22/23 – 74,614 visitors; 143,437 loans & renewals; 5,295 adults attended programs; 10,556 children attended programs.</p>

Goulburn Mulwaree Council **State of our Region Report Tables**

<p>A.5 (cont.)</p>	<p>Develop compelling public spaces and experiences for the community across the region.</p>		<p>Library 23/24 – 80,627 visitors; 167,403 loans & renewals; 4,766 adults attended programs; 11,749 children attended programs.</p> <p>Rocky Hill 22/23 – 46,128 visitors</p> <p>Rocky Hill 23/24 – 43,303 visitors</p> <p>Waterworks 22/23 – 20,754 visitors</p> <p>Waterworks 23/24 – 20,814 visitors</p> <p>The Goulburn Performing Arts Centre (GPAC) has been instrumental in expanding cultural and artistic opportunities and activities in the region, meeting and exceeding the criteria set out by Council in numerous ways:</p> <p>Developing compelling public spaces and experiences: GPAC has been instrumental in transforming the old town hall building into a vibrant hub of activity, hosting a variety of performances and events that cater to diverse audiences. These experiences have fostered a sense of community and enriched the cultural fabric of the region.</p> <p>Meeting community’s recreational, social, and cultural needs: GPAC has catered to the recreational, social, and cultural needs of the community significantly over the past two years. The venue has become a gathering place for people of all ages to engage in meaningful cultural exchanges.</p>
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Goulburn Mulwaree Council **State of our Region Report Tables**

<p>A.5 (cont.)</p>	<p>Develop compelling public spaces and experiences for the community across the region.</p>		<p>Development and delivery of cultural and creative assets: GPAC has been at the forefront of nurturing local talent and showcasing it to the wider community. It has developed and delivered a range of cultural and creative events, from theatre productions by Rocky Hill Musical Theatre Company, Bladwell Productions and The Lieder Theatre, to music concerts and dance performances from Hume Conservatory and local primary and dance schools.</p> <p>Creating a cultural environment that contributes socially and economically: GPAC has not only enriched the region’s cultural life but also contributed to its economic vitality. It has attracted tourists, created jobs, and stimulated local businesses, demonstrating the power of arts and culture as an economic driver.</p> <p>Allocation of funds for public art commissioning and maintenance: Council’s commitment to the arts is evident in its allocation of funds for GPAC’s annual season shows. These shows provide a wide range of productions across multiple genres that would otherwise not be available to the community due to commercial pressures faced by private companies and individual producers.</p> <p>Provision of arts and cultural facilities: Council continues to provide a range of arts and cultural facilities, including the Art Gallery, Library, Museums, and the Performing Arts Centre. These facilities serve as vital platforms for cultural expression and learning.</p>
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Goulburn Mulwaree Council **State of our Region Report Tables**

<p>A.5 (cont.)</p>	<p>Develop compelling public spaces and experiences for the community across the region.</p>		<p>Visitation to arts and cultural facilities and events: GPAC’s diverse programming and inclusive approach has resulted in high visitation rates. Its events and facilities are enjoyed by locals and visitors alike, making it a popular cultural destination in the region.</p> <p>In summary, GPAC has played a pivotal role in meeting the Council’s objectives, enriching the community’s cultural life, and contributing to the region’s social and economic development. It stands as a testament to the transformative power of the arts and culture.</p>
<p>A.6</p>	<p>Build partnerships with key arts and cultural bodies and support community participation in arts and culture</p>	<p>Agreements in place with key arts and cultural bodies.</p>	<p>Agreements in place with Southern Tablelands Arts, Hume Conservatorium and Lieder Theatre for various projects, programs, and events.</p>
		<p>Advocate for and continue to support and promote the Arts.</p>	<p>Funding secured for the development and enhancement of cultural programs and infrastructure, including:</p> <ul style="list-style-type: none"> • Goulburn Performing Arts Centre • St Clair Villa Museum & Archives • Rocky Hill War Memorial & Museum • Goulburn Historic Waterworks • Goulburn Regional Art Gallery • Goulburn Mulwaree Library
		<p>Advocate for and support the digitisation of cultural collections across the Local Government Area.</p>	<p>Digitisation of Museum collections underway using in-house resources.</p> <p>Grant funding applications unsuccessful to date.</p>

“Our community is inclusive, connected, safe and proud”

Strategy		Planned Outcome	Performance Outcomes
A.7	We acknowledge and embed local Aboriginal culture and stories within our community.	Consultation with the Aboriginal community to better understand opportunities to embed Aboriginal culture and stories.	Reconciliation Action Plan endorsed and implementation underway.
A.8	Design public spaces and residential developments to support social connection and public safety.	Design standards for development to achieve social connection and public safety in new development.	Design standards are incorporated in the Goulburn Mulwaree Development Control Plan 2009 in relation to “Safer by Design” principles. Additionally, opportunities for social connectivity and active recreational linkages are identified for each development as applicable.
A.9	Support local initiatives that welcome new residents.	Positive promotion of the Goulburn Mulwaree area as a desirable destination to visit, live, work and invest.	Review of Profile ID migration data for the period July 2021 to June 2023 indicates <i>In Migration</i> of 4,216 and <i>Out Migration</i> of 4,147, resulting in a net gain of 69 new residents. Review of Profile ID business data for the same period indicates an increase of 66 new businesses.
A.10	Encourage community pride through the beautification and maintenance of our villages and towns.	Opportunities for beautification and maintenance are sought through grants and allocation of appropriate budgetary funding.	Several Village based programs undertaken through BLERF (Bushfire Local Economic Recovery Fund, Local Roads & Community Infrastructure Program (Streams 1-4), Reconnecting Regional NSW, Regional Housing Program, Stronger Country Communities (Round 5) and Community War Memorial Fund.

“Our communities have access to affordable and safe accommodation and housing”

Strategy		Planned Outcome	Performance Outcomes
A.11	Advocate for funding to increase access to safe and suitable shelter and services that support people at risk or in need.	Opportunities for consultation and/or submissions to relevant Government Agencies or non-government organisations (NGOs) are pursued.	Collaboration agreement entered between Council and NSW Land and Housing Corporation (now Homes NSW) to facilitate the delivery of social housing.

B. Our Economy

“To have a strong, growing economy that is resilient and provides for a diverse range of employment opportunities”

Strategic Objectives:

“Our location attracts business and industry, boosting our local economy and jobs”

Strategy		Planned Outcome	Performance Outcomes
B.1	Develop partnerships with the ACT Government and private industry to enable business and industry growth and development.	Opportunities for consultation and/or partnerships with Government Agencies and private industry are sought through active engagement.	Engagement through the Canberra Region Joint Organisation Economic Development Working Group with ACT Government representatives and private industry developed.
B.2	Promote the region as an ideal location for emerging industries and start-ups.	Positive promotion of the Goulburn Mulwaree area as a desirable destination to live, work and invest.	Undertaken advertising campaigns targeting emerging industry and start-ups businesses with an increase reported by Profile ID of 66 businesses during the term. Developed relationships with Investment NSW and Department of Regional NSW to target these markets within the wider NSW community.

“The local and regional tourism offering is expanded, increasing visitation to the region”

Strategy		Planned Outcome	Performance Outcomes
B.3	Market the region as a tourist destination, highlighting the regions unique rural character, natural environment, heritage and culture in consideration of the directions of the Tablelands Destination Development Plan 2020 to 2025, Southern Tablelands Brand Strategy and Destination Southern NSW Destination Management Plan 2022 to 2030	Goulburn Australia and Southern Tablelands recognised as consumer brands and desirable destinations.	Review of Profile ID Tourism Value indicates that in 2022/23, the total tourism sales in the Goulburn Mulwaree area were \$281.7 million and the total value added was \$132.6 million. To the end of 2022/23 Domestic Visitor Nights were 740,028 and Domestic Day Trips were 729,317, with both figures returning to pre-Covid visitor levels. This is a positive indicator in the desirability of the region for visitors, with the purpose for visiting continuing to rank highest for Leisure and Visiting, Friends and Relatives, followed closely by Business.
		Funding and support for cultural and creative assets appropriate for ongoing service delivery, including conservation, development and adaptive reuse.	Funding secured for the development and enhancement of cultural programs, events and infrastructure, including: <ul style="list-style-type: none"> • Goulburn Performing Arts Centre • St Clair Villa Museum & Archives • Rocky Hill War Memorial & Museum • Goulburn Historic Waterworks • Goulburn Regional Art Gallery • Goulburn Mulwaree Library

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Strategy		Planned Outcome	Performance Outcomes
B.4	Identify opportunities to bid for regional, state and national events that deliver economic outcomes for the community.	Increase of sports tourism, cultural and heritage events delivered for the community.	<p>Successful bids were made for the following events in 22/23 and 23/24:</p> <ul style="list-style-type: none"> • E-Sports League • Triathlon NSW State Duathlon • Swimming NSW Country Regionals • Tag20 ANZAC Cup (x2) • Run with the Wind • Festival of Small Halls (x2) • Boom Clash Rockstar • ACT & Southern NSW Rugby Union • Streamliners • Canberra Judo International • Geek Markets • Hockey NSW State Championships • Hockey NSW Masters • Carnival of Cups • 100th Anniversary Motorcycle Grand Prix

“Our local established and emerging businesses are supported to thrive”

Strategy		Planned Outcome	Performance Outcomes
B.5	Support small and home-based businesses to develop through streamlined processes and business support.	Collaborate with Chamber of Commerce to run workshops during Small Business Month.	Workshops were delivered during Small Business Month in conjunction with the Chamber of Commerce. Additional workshops were also presented to support small and home-based businesses in partnership with Regional Development Australia Southern NSW & ACT.

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Strategy		Planned Outcome	Performance Outcomes
B.6	Support village development and opportunities for business and growth.	Preparation of Village Strategies to identify opportunities for growth and capital improvements.	Tarago Village Housing Strategy completed. Strategic studies to underpin further village strategies for residential growth undertaken such as the Strategic Residential Settlement Bushfire Study 2024.
B.7	Foster a diverse, adaptive and innovative agricultural industry.	Planning controls developed for rural land to provide flexibility for diverse, adaptive, regenerative and innovative agricultural industry.	Amendments to NSW Planning legislation in relation to agritourism. Employment land zones reforms and LEP amendment 2023 – extension of permissibility of supporting agricultural industries across a wider area by consolidation of the IN1 General Industrial Zone with the IN2 – Light Industrial Zone, now E4 General Industrial.
		Upgrade and maintain supportive local infrastructure to facilitate agricultural development.	Council continues to upgrade and maintain strategic transport routes to support local industry and its community.
B.8	Enhance economic resilience to adapt and respond to shocks like COVID-19 and natural disasters.	Identify grant funding opportunities for the business community.	Grant opportunities that were identified from government and other sources were shared with the business communities via the Chamber of Commerce.
		Support workshops which focus on economic resilience.	Promotion of the SRBEC Workshops and Resilience programs was undertaken with the Goulburn and Marulan Chambers of Commerce.

C. Our Environment

“To appreciate our range of rural landscapes and habitats and are stewards of the natural environment for future generations”

Strategic Objectives:

“Our natural environment is maintained, protected and enhanced in line with community expectations”

Strategy		Planned Outcome	Performance Outcomes
C.1	Protect and enhance the existing natural environment, including flora and fauna native to the region.	Consultation, collaboration and/or submissions to relevant Government Agencies for the protection and enhancement of biodiversity.	<p>Regular and ongoing collaboration with relevant Government Agencies in relation to the protection and enhancement of biodiversity. Particularly with: NSW Department of Primary Industries (Fisheries), NSW Department of Climate Change, Energy, the Environment and Water, Local Land Services. Collaboration with matters such as:</p> <ul style="list-style-type: none"> • Management of critically endangered species such as the Pomaderris delicata and Tallong Midge Orchid. • Education campaigns such as Call Before you Clear to raise awareness in relation to approval processes. • Coordinated enforcement of unauthorised vegetation clearing/earthworks. • Updates to the Bionet Atlas to improve biodiversity mapping for the area.

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C.1 (cont.)	Protect and enhance the existing natural environment, including flora and fauna native to the region.		<ul style="list-style-type: none"> Review of the South Goulburn Threatened Species Management Plan.
		Action all complaints regarding illegal clearing and pollution incidents.	All complaints regarding illegal clearing and pollution incidents actioned and appropriate regulatory action taken where required.
		Enhance community understanding on the value of the native environment.	Council’s Environment and Biodiversity Assessment Officer and the Environment and Health Team have participated in a variety of community-based education programs such as Call Before You Clear and Get the Site Right.
		Opportunities for regenerative sites are sought.	This is largely now facilitated through the avoid principle embedded in the NSW Biodiversity Conservation Act and via the identification of significant biodiversity through the assessment of development applications (DAs), Planning Proposals and Reviews of Environmental Factors for Council capital works projects.
C.2	Implement effective integrated weed and pest animal management.	Improved engagement with landholders and management of weeds on private property.	Ongoing participation in the NSW Weeds Action Program which involves a routine weed identification inspection for private properties across the LGA.
		Review of Pesticide Notification Plan	Current version expires in June 2025. Review commenced in preparation for full revision in 2025.

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Strategy		Planned Outcome	Performance Outcomes
C.3	Protect and rehabilitate waterways and catchments.	Identify waterways protection and rehabilitation programs.	Grant funding was secured to rehabilitate a section of the Wollondilly River and Mulwaree Ponds waterways to remove weeds.
		Improved water quality compliance through land management practices.	Council secured a grant to carry out a condition assessment for its water quality improvement devices across the local government area. The condition assessment will inform a future improvement program.

“Adopt environmental sustainability practices”

Strategy		Planned Outcome	Performance Outcomes
C.4	Investigate and implement approaches to reduce our carbon footprint.	Promote recycling, re-use and composting programs.	Council has continued to promote recycling, reuse and composting. Council has built a purpose built waste centre (RUG) to facilitate greater separation of waste for recycling as well as reuse. The centre includes an education room for specific waste management education activities.
		Further use of renewable power across Council sites where possible.	Council has added on site renewable power where possible on sites with building upgrades. Transition to renewable power continues to be investigated for across Council.
		Development of programs to reduce Council’s carbon footprint.	Council was an active participant in the CRJO’s Net Zero working group to reduce Council’s carbon footprint.

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Strategy		Planned Outcome	Performance Outcomes
C.5	Council to investigate and adopt environmentally sustainable practices across the organisation.	Promote environmentally sustainable practices, throughout Council’s operations e.g. waste minimisation and sustainable purchasing.	Sustainable practices are reviewed across Council. Changes have been made to review power usage and optimisation of power use.
C.6	Work with community, businesses, government and community support services to mitigate and adapt to the impact of climate change and adopt environmentally sustainable practices.	Opportunities for consultation and/or partnerships with community, businesses Government and community support services are sought through active engagement to identify environmentally sustainable practices to mitigate and adapt to the impact of climate change.	<p>Council advocated for the improvement of the Building Sustainability Index ratings (BASIX) requirements for new buildings to be more regionally appropriate based on climate. BASIX has been updated to be regionally specific in relation to climate zones.</p> <p>Maintenance of updated natural disaster studies developed with community and Stage agency consultation, such as flood risk management studies and plans. Goulburn Floodplain Risk Management Study and Plan reviewed and adopted in 2022. Marulan Flood Study completed 2023. Strategic Residential Settlement Bushfire Study 2024.</p>

“Our community is resilient to climate impacts”

Strategy		Planned Outcome	Performance Outcomes
C.7	Improve tree cover in urban areas with low canopy to reduce impacts of heat sinks.	Identify tree planting and maintenance opportunities within streetscapes and open parks.	Over 1,000 new trees were planted across the LGA. Council continues to maintain its tree canopy to reduce the environmental impacts caused by climate change.
C.8	Improve community understanding of ways to care for yourself and others during extreme weather events and natural disasters.	Council to advocate with community groups and agencies for the development of resilience programs.	Council was an active participant in the CRJO’s Blue Print for Resilience Project which will assist in informing the next Community Strategic Plan. Council also advocated for the improvement of the Building Sustainability Index ratings (BASIX) requirements for new buildings to be more regionally appropriate based on climate. BASIX has been updated to be regionally specific in relation to climate zones.
C.9	Plan for and maintain climate resilient community facilities that cater to community needs in changing conditions.	Plan for new essential facilities to remain operational during most weather conditions for emergency and disaster responses.	Community facilities are designed to provide access in most weather conditions.
C.10	Plan, respond and recover from natural disasters.	Ensure the currency of Council’s Business Continuity Plan.	Thorough review of Business Continuity Plan about to commence
		Work in conjunction with emergency service agencies and service providers in response and recovery actions resulting from natural disasters.	Council has continued to work collaboratively with emergency services to ensure positive outcomes as a result of natural disaster events.

“Our rural character and natural landscapes are protected and maintained”

Strategy		Planned Outcome	Performance Outcomes
C.11	Maintain a balance between growth, development, environmental protection and agriculture through sensible planning.	A balance is achieved between growth, development, environmental protection and agriculture.	Implementation of Urban and Fringe Housing Strategy recommendations for greenfield housing. Housing Strategy urban release areas are contiguous to existing residential land to minimise impacts on rural land and environmentally significant land. Areas of high biodiversity significance are avoided.
C.12	Economic growth and development will consider the rural character, local environmental and historical features and community aspirations.	Economic growth and development considers the rural character, local environmental and historical features and community aspirations.	<p>Council submissions to State Significant Developments have highlighted rural values for consideration.</p> <p>Heritage Advisory program maintained to ensure specialist advice and consideration in relation to heritage. Ongoing position for Landscape and Heritage Planner.</p> <p>Updates to DCP to incorporate the Heritage Strategy Review 2018.</p> <p>Community participation as per Community Participation Plan. Additional use of Your Say web page for surveys in relation to CBD and Surrounds Project.</p>
C.13	Implement planning and development policies and plans that protect our built cultural and natural heritage.	Planning and development policies and plans protect our built cultural and natural heritage.	Planning and development policies implemented. LGA-wide update to heritage schedule in the LEP in 2021. Ongoing review of potential heritage items and conservation areas.

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			Resourcing of positions dedicated to built and natural heritage conservation.
C.14	Consider community feedback, local character and identity, economic factors and social impact in planning decisions.	Community feedback, local character and identity, economic factors and social impact is considered in planning decisions.	Ongoing implementation of the Community Participation Plan has been undertaken. Council is currently reviewing and updating the Community Participation Plan to reflect legislative and procedural changes.
C.15	Encourage positive social and environmental contributions from developers.	Encouraged use of voluntary Planning Agreement where appropriate to achieve positive social and economic outcomes.	Between 2021 – November 2023 Council has executed 8 Planning Agreements with a total value over \$2.8 million. .

D. Our Infrastructure

“Our infrastructure complements our natural surroundings and character while enhancing the lives of our community”

Strategic Objectives:

“Safe and quality transport options are available for all residents to access major centres and services”

Strategy		Planned Outcome	Performance Outcomes
D.1	We advocate for and support better public and community transport options to enhance access to services for all residents.	Maintain and improve existing road infrastructure.	Annual road infrastructure maintenance and renewal projects have been completed.
		Advocacy undertaken for improved public transport services between our region and Sydney/Canberra.	Advocacy undertaken with TfNSW. Submissions made to South East Tablelands Transport Strategy.
		Liaise with service providers to increase public bus coverage within the LGA.	Council continues to liaise with local bus companies and TfNSW to improve public transport within the LGA.
D.2	Plan for, maintain and improve road networks.	Well-developed 5 year and 10 year forward works plan.	Council will carry out an Asset Condition Assessment to develop a 5 and 10 year works plan.
D.3	Advocate for funding to improve road safety, conditions and connectivity.	Obtain funding to construct and rehabilitate problematic areas within the road network.	Funding secured to improve our road network. Projects include road rehabilitation and road safety improvements.

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Strategy		Planned Outcome	Performance Outcomes
D.4	Support infrastructure that enables active and passive transport.	Construct and maintain active and passive transport routes throughout the LGA.	Council has completed a comprehensive Pedestrian Access and Mobility Plan. To ensure its active and passive transport routes provide connectivity to its villages and CBD.

“We are proud of our liveable and accessible local places and spaces”

Strategy		Planned Outcome	Performance Outcomes
D.5	Upgrade community facilities to improve service provision and accessibility.	Maintain and upgrade community facilities to expand participation in sporting, social and cultural activities and/or events throughout the LGA.	New pavilions, sporting infrastructure, play spaces, public toilets and lighting upgrades have been carried out to sporting facilities and recreational spaces in the LGA.
D.6	Green spaces are planned for and preserved to balance development and liveability.	Development and review of Plans of Management for Crown Reserves managed by Council and community land owned by Council.	<p>The following Plans of Management (PoM) were adopted by Council in the current term;</p> <ul style="list-style-type: none"> • Goulburn Recreation Area • Goulburn Historic Waterworks • Victoria Park • Carr Confoy Sportsground & Park <p>Council also endorsed the draft Belmore Park PoM and approval was received from Department of Planning, Housing, and Infrastructure – Crown Lands and Public Spaces (DPHI) in late May 2024. This draft PoM is scheduled to be placed on exhibition in July 2024.</p> <p>Preparation of the draft Sportsgrounds PoM (covering Cookbundoon, Hudson Park, North</p>

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D.6 (cont.)	Green spaces are planned for and preserved to balance development and liveability.		Park, Marulan Soccer Fields & Marulan Sportsground) is nearing completion and will be submitted to Council in October for endorsement before sending to DPHI for approval to place on exhibition.
		Future urban development include appropriate provisions for green space.	Council's <i>Development Control Plan 2009</i> identifies requirements for local open space in proximity to residential development. Typically, these open spaces are negotiated with Planning Agreements and provided with appropriate recreational facilities such as playgrounds. Opportunities taken up as they arise during both the rezoning and development assessment phases. Open space is also identified in new development on land constrained due to flooding and biodiversity.
		All public reserves maintained to an appropriate standard.	Annual maintenance and renewal programs completed.
D.7	Streetscapes and parking are accessible, well designed and maintained.	Development of annual Capital Works and Maintenance programs that incorporates streetscapes and parking improvements.	Annual maintenance and renewal programs completed to improve streetscapes and parking.
D.8	Protection and preservation of historic and heritage buildings.	Natural and built heritage recognised as an integral part of our community. Heritage listings in Council's LEP are reviewed and updated.	Council's LEP (via Amendment 22) list was updated and reviewed in late 2021. A list of additional draft items has been prepared and is being presented to July 2024 Council Meeting for consideration.

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D.8 (cont.)	Protection and preservation of historic and heritage buildings.	Ongoing programs supporting heritage such as Local Heritage Grant Scheme and Heritage Advisory Service.	Local Heritage Grant Scheme and Heritage Advisory Service was maintained.
		Preservation of natural and built heritage.	Preservation of built and natural heritage is considered at both a strategic and development assessment level. Compliance action is undertaken as required where natural or built heritage is impacted.

“Our existing community infrastructure is maintained and we plan for and support the development of infrastructure that meets community need”

Strategy		Planned Outcome	Performance Outcomes
D.9	Advocate to the NSW and Federal Government to provide adequate health and medical facilities in the region.	Opportunities for consultation and/or submissions to relevant Government Agencies or non-government organisations (NGOs) are taken up.	Through continued advocacy the Southern Tableland Health Board was fortunate enough to receive a new health precinct in Goulburn to the value of \$165 Million. The redeveloped health facility also has a new medical imaging department, the latest in digital theatres, a new four-storey clinical services building, new car parking, landscaping and ANU Rural Clinical School.
D.10	Support the development of community health and recreation services and infrastructure that is accessible to those experiencing transport barriers	Opportunities for advocacy to relevant Government Agencies or non-government organisations (NGOs) are taken up.	An increase of over 20 kms of walking tracks across the city of Goulburn which will aid in the increase of the health and wellbeing of the residents.

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Strategy		Planned Outcome	Performance Outcomes
D.11	Ensure adequate and appropriate land is zoned for business and industrial purposes.	Review of Council’s Employment Lands Strategy 2016.	Review of Council’s Employment Lands Strategy 2016 has commenced and will also incorporate a Rural Lands Strategy component. Council has already commissioned and received an Economic Health Check to provide data to inform the next phase of the project.
D.12	New and existing infrastructure is designed and maintained with consideration of climate change impacts.	Planned new infrastructure and upgrades to existing facilities consider environmental sustainability measures.	Wherever possible Council incorporates sustainability measures in its projects.

“Water, waste and sewerage services meet the needs of our community”

Strategy		Planned Outcome	Performance Outcomes
D.13	Ensure high quality water supply options for the towns in the region.	Delivery of operations, maintenance and upgrade projects to ensure compliance with Drinking Water Management Plan and Australian Drinking Water Guidelines.	Operational and maintenance works completed on an ongoing basis. Annual capital works program established and completed as per the delivery plan. Review of drinking water management plan completed in conjunction with NSW Health. Completion of Dam Safety Management system. Works completed in compliance with Dam Safety Management system.
D.14	Provide safe and efficient sewer collection services across the region.	Delivery of operations, maintenance and upgrade projects to ensure safe and efficient transport and treatment of sewage.	Operational and maintenance works completed on an ongoing basis. Annual capital works program established and completed as per the delivery plan.

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Strategy		Planned Outcome	Performance Outcomes
D.15	Investigate safe and secure water supply and sewer collection options to accommodate regional growth and drought proof our communities.	Delivery of capital works as per Council’s Integrated Water Cycle Management Plan, Strategic Business Plan and Drinking Water Management System.	Addressing Regulatory Assurance Framework compliance has commenced.
D.16	Provide waste collection services that encourage the source separation of organic waste and recycling.	Council meets its obligations under Regional and State Waste Strategies.	Baseline Waste data continues to be collected and reported to all relevant authorities including EPA in order to meet regional and state Waste Reduction & Recycling Targets.
		Provision of waste collection services to maximise source separation.	Council operates a three-bin kerbside collection service with provides residents with a means to source separate and recycle. Waste collected at waste management sites is separated at the various waste management sites. Fogo is processed on site and offered for sale as and when available.
D.17	Provide waste centres that prioritise and encourage recycling and reuse.	Provide waste facilities that enable the separation of reusable materials, recyclables and organic waste for composting.	The newly completed RUG facility will provide greater opportunities for promotion and supervision of source separation. This includes the provision of a Community Recycling Centre, Resource Recovery Centre and Reuse shop that will foster greater recycling rates and promote circular economy initiatives reducing waste to landfill and maximising recycling.
		Continuation of recycling education program within the community.	Councils Education officer has successfully met with local groups to discuss and educate on waste issues and recycling initiatives. Other waste activities have been arranged with the CRJO.

“Improvements secured to future-proof telecommunications infrastructure”

Strategy		Planned Outcome	Performance Outcomes
D.18	Advocate for servicing of telecommunications blackspot areas.	Opportunities for consultation and/or submissions to relevant Government Agencies or non-government organisations (NGOs) are taken up.	Throughout the term of Council there has been continued advocacy to telecommunication providers to ensure increase connectivity across the region. This has resulted in increased mobile phone and data coverage across the Local Government area including the uptake of new technologies that supports the phasing out of the 3G Network.
D.19	Advocate for a more stable telephone and high speed internet communications network.	Opportunities for consultation and/or submissions to relevant Government Agencies or non-government organisations (NGOs) are taken up.	Throughout the term of Council there has been continued advocacy to telecommunication providers to ensure increase connectivity across the region. This has resulted in increased mobile phone and data coverage across the Local Government area including the uptake of new technologies that supports the phasing out of the 3G Network.

E. Our Civic Leadership

“Our leaders operate ethically with good governance and empower residents to participate in community development”

Strategic Objectives:

“Council is effective, financially sustainable and responsible”

Strategy		Planned Outcome	Performance Outcomes
E.1	Council practices and processes are undertaken in a safe manner that meets legislative requirements.	Council meets its obligations under the relevant legislation.	Council participates in an annual audit process undertaken by the Mutual, State Cover. Council received a score of 96%.
E.2	Manage resources in a responsible manner that supports the ongoing viability of Council.	Council’s finances are managed to ensure ongoing service delivery levels and appropriate asset management can be sustained.	Unqualified audits achieved throughout the reporting period. Sustainability assessment undertaken resulting in application being made for Special Rate Variation
		Council undertakes responsible procurement practices that ensures value for money.	Council has undertaken all procurement in accordance with its policies and procedures that have been developed to ensure compliance with legislative requirements and to ensure best value for money.
		Effective project management to ensure projects meet allocated budget and set timeframes.	Projects are proactively managed to ensure budget, timeframes, resource allocation meet allocated requirements.
		Regular review of services provided and levels of service.	Development of Service Review Framework underway

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Strategy		Planned Outcome	Performance Outcomes
E.3	Governance provides a sound basis for decision making.	Decision making is based on policies and procedures in accordance with legislative requirements.	Policies and procedures reviewed every two years or as required.
E.4	Make doing business with Council easier.	Develop policies and procedures that streamline community interactions with Council whilst maintaining Legislative compliance.	Existing policies and procedures are reviewed every two years or as required to ensure legislative compliance. New policies are developed in accordance with legislative requirements with a strategic focus.
		Quality customer service provision.	Customer Service satisfaction survey responses must be >85% good/excellent. This was achieved.
		Support Council to be compliant, efficient and more effective through use of technology.	Existing IT Strategic Plan identifies projects and outcomes. The results are reviewed by both the IT Risk and Governance Committee and ARIC to ensure compliance and effectiveness.
E.5	Council actively participates in regional bodies such as the Canberra Region of Joint Councils to identify opportunities for our region.	Council be an active participant in the CRJO and all relevant working groups.	This term Council has been actively involved in the CRJO organisation. In addition to this Council has also been involved in regional advocacy groups such Country Mayors, Regional Cities, SEATS and recently admitted to Regional Capitals Australia.
E.6	Manage assets in a proactive way across their lifespan.	Asset management plans are developed and maintained for all classes of infrastructure assets.	Council adopted its Asset Management Strategy and Asset Management Plans.

“Our community is informed and engaged in decision making”

Strategy		Planned Outcome	Performance Outcomes
E.7	Council seeks to understand the aspirations of the community and works collaboratively to solve local issues.	Maintain an up to date Community Participation Plan with use of relevant media to encourage community collaboration and engagement.	Ongoing implementation of the Community Participation Plan has been undertaken. Council is currently reviewing and updating the Community Participation Plan to reflect legislative and procedural changes.
E.8	Our community is empowered to access engagement opportunities and provide input into the future direction of the region.	Community consultation utilises traditional media alongside social media and face to face engagement.	Council uses traditional media, social media and face to face engagement methods through drop-in sessions to engage with our community. Council has also partnered with EngagementHQ to develop a ‘Your Say’ page for Council to seek community feedback on relevant projects, policies and procedures.
E.9	Residents have access to timely, relevant and accurate information about issues that affect them.	Up to date information on Council’s website. Timely media releases and briefing to the media.	Council’s website is continually updated to ensure the most up to date information is provided to our residents. Media releases are written and distributed to media in real time.

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Strategy		Planned Outcome	Performance Outcomes
E.10	We engage ‘hard to reach’ parts of our community in decisions that affect them and our region.	Council conducts an annual program of Community Outreach Meetings.	Council conducted ‘Drop-In’ sessions in all villages within our Local Government Area to speak to our residents and discuss Council’s intention and need to apply for a Special Rate Variation application.
		Utilise innovative engagement tools to reach our youth.	Council uses social media, Engagement HQ, in school small group work, surveys, and Face to Face engagement to reach our Youth.
E.11	Residents from across the community are encouraged and supported to become involved in regional decision making forums.	Publicise regional decision making forums to community through Council’s social media channels.	Relevant regional decision-making information is shared to the community through Council’s social media channels. The most recent example of this was seeking community input on Councils Towards 2024 Community Strategic Plan

15.7 REVIEW OF COUNCIL'S CODE OF CONDUCT

Author: Business Manager Governance

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. Code of Conduct V1.0.24 for Business Paper 20240813.pdf  

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

RECOMMENDATION

That

1. The report Review of Council’s Code of Conduct by the Business Manager Governance be received.
2. The reviewed Code of Conduct be adopted.

BACKGROUND

The report Review of Council’s Code of Conduct was presented to Council at its ordinary meeting on 18 June 2024. Council resolved that the reviewed Code of Conduct be deferred for the Council’s Use of Information and Communications Technology Procedure (ICT Procedure) to be provided to Councillors for their information.

REPORT

Council’s ICT Procedure has been provided to Councillors for their information.

In accordance with section 440 of *Local Government Act 1993* (LGA Act), Council must adopt a code of conduct that incorporates the provisions of the Model Code of Conduct prescribed under the LGA Act. The adopted code of conduct may include provisions that supplement the Model Code of Conduct.

Council’s Code of Conduct has been amended to include an additional requirement to comply with Council’s ICT Procedure under Section 8 Use of Council Resources. The additional requirement is referenced as clause 8.20 in the attached Code of Conduct.

The purpose of this clause is to strengthen the Code of Conduct by ensuring that all Council officials understand and comply with their obligations in the use of Council’s information and communications technology resources which includes all Council devices, networks, and systems.

The ICT Procedure has been reviewed and updated to meet cyber security requirements in line with State and Federal government recommended practices and principles, and to ensure compliance with relevant legislation. This provides Council officials with a clear and robust framework in which to operate.

It is recommended that the reviewed Code of Conduct be adopted as the reviewed Code of Conduct incorporates the provisions of the Model Code of Conduct with one supplementation and there is no legislative requirement for the Code of Conduct to be placed on exhibition.



Code of Conduct



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PART 1: INTRODUCTION

This Code of Conduct is made in accordance with the Model Code of Conduct for Local Councils in NSW and under section 440 of the Local Government Act 1993 (“LGA”) and the Local Government (General) Regulation 2005 (“the Regulation”).

This Code of Conduct sets the minimum standards of conduct for council officials. It is prescribed by regulation to assist council officials to:

- understand and comply with the standards of conduct that are expected of them
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
- act in a way that enhances public confidence in local government.

Section 440 of the LGA requires every council (including county councils) and joint organisation to adopt a code of conduct that incorporates the provisions of the Model Code of Conduct. A council’s or joint organisation’s adopted code of conduct may also include provisions that supplement the Model Code of Conduct and that extend its application to persons that are not “council officials” for the purposes of the Model Code of Conduct (eg volunteers, contractors and members of wholly advisory committees).

A council’s or joint organisation’s adopted code of conduct has no effect to the extent that it is inconsistent with the Model Code of Conduct. However, a council’s or joint organisation’s adopted code of conduct may prescribe requirements that are more onerous than those prescribed in the Model Code of Conduct.

Councillors, administrators, members of staff of councils, delegates of councils, (including members of council committees that are delegates of a council) and any other person a council’s adopted code of conduct applies to, must comply with the applicable provisions of their council’s code of conduct. It is the personal responsibility of council officials to comply with the standards in the code and to regularly review their personal circumstances and conduct with this in mind.

Failure by a councillor to comply with the standards of conduct prescribed under this code constitutes misconduct for the purposes of the LGA. The LGA provides for a range of penalties that may be imposed on councillors for misconduct, including suspension or disqualification from civic office. A councillor who has been suspended on three or more occasions for misconduct is automatically disqualified from holding civic office for five years.

Failure by a member of staff to comply with a council’s code of conduct may give rise to disciplinary action.

Note: References in the Model Code of Conduct to councils are also to be taken as references to county councils and joint organisations.

Note: In adopting the Model Code of Conduct, joint organisations should adapt it to substitute the terms “board” for “council”, “chairperson” for “mayor”, “voting representative” for “councillor” and “executive officer” for “general manager”.



Note: In adopting the Model Code of Conduct, county councils should adapt it to substitute the term “chairperson” for “mayor” and “member” for “councillor”.

PART 2: DEFINITIONS

In this code the following terms have the following meanings:

administrator	an administrator of a council appointed under the LGA other than an administrator appointed under section 66
committee	see the definition of “council committee”
complaint	a code of conduct complaint made for the purposes of clauses 4.1 and 4.2 of the Procedures.
conduct	includes acts and omissions
council	includes county councils and joint organisations
council committee	a committee established by a council comprising of councillors, staff or other persons that the council has delegated functions to and the council’s audit, risk and improvement committee
council committee member	a person other than a councillor or member of staff of a council who is a member of a council committee other than a wholly advisory committee, and a person other than a councillor who is a member of the council’s audit, risk and improvement committee
council official	includes councillors, members of staff of a council, administrators, council committee members, delegates of council and, for the purposes of clause 4.16, council advisers
councillor	any person elected or appointed to civic office, including the mayor and includes members and chairpersons of county councils and voting representatives of the boards of joint organisations and chairpersons of joint organisations
delegate of council	a person (other than a councillor or member of staff of a council) or body, and the individual members of that body, to whom a function of the council is delegated
designated person	a person referred to in clause 4.8
election campaign	includes council, state and federal election campaigns
environmental planning instrument	has the same meaning as it has in the <i>Environmental Planning and Assessment Act 1979</i>



general manager	includes the executive officer of a joint organisation
joint organisation	a joint organisation established under section 4000 of the LGA
LGA	<i>Local Government Act 1993</i>
local planning panel	a local planning panel constituted under the <i>Environmental Planning and Assessment Act 1979</i>
mayor	includes the chairperson of a county council or a joint organisation
members of staff of a council	includes members of staff of county councils and joint organisations
the Office	Office of Local Government
personal information	information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion
the Procedures	the <i>Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW</i> prescribed under the Regulation
the Regulation	the <i>Local Government (General) Regulation 2005</i>
voting representative	a voting representative of the board of a joint organisation
wholly advisory committee	a council committee that the council has not delegated any functions to

PART 3: GENERAL CONDUCT OBLIGATIONS

General Conduct

3.1 You must not conduct yourself in a manner that:

- a) is likely to bring the council or other council officials into disrepute
- b) is contrary to statutory requirements or the council’s administrative requirements or policies
- c) is improper or unethical
- d) is an abuse of power
- e) causes, comprises or involves intimidation or verbal abuse
- f) involves the misuse of your position to obtain a private benefit
- g) constitutes harassment or bullying behaviour under this code, or is unlawfully discriminatory.

3.2 You must act lawfully and honestly, and exercise a reasonable degree of care and diligence in carrying out your functions under the LGA or any other Act. (section 439).



Fairness and Equity

3.3 You must consider issues consistently, promptly and fairly. You must deal with matters in accordance with established procedures, in a non-discriminatory manner.

3.4 You must take all relevant facts known to you, or that you should be reasonably aware of, into consideration and have regard to the particular merits of each case. You must not take irrelevant matters or circumstances into consideration when making decisions.

3.5 An act or omission in good faith, whether or not it involves error, will not constitute a breach of clauses 3.3 or 3.4.

Harassment and Discrimination

3.6 You must not harass or unlawfully discriminate against others, or support others who harass or unlawfully discriminate against others, on the grounds of age, disability, race (including colour, national or ethnic origin or immigrant status), sex, pregnancy, marital or relationship status, family responsibilities or breastfeeding, sexual orientation, gender identity or intersex status or political, religious or other affiliation.

3.7 For the purposes of this code, “harassment” is any form of behaviour towards a person that:

- a) is not wanted by the person
- b) offends, humiliates or intimidates the person, and
- c) creates a hostile environment.

Bullying

3.8 You must not engage in bullying behaviour towards others.

3.9 For the purposes of this code, “bullying behaviour” is any behaviour in which:

- a) a person or a group of people repeatedly behaves unreasonably towards another person or a group of persons, and
- b) the behaviour creates a risk to health and safety.

3.10 Bullying behaviour may involve, but is not limited to, any of the following types of behaviour:

- a) aggressive, threatening or intimidating conduct
- b) belittling or humiliating comments
- c) spreading malicious rumours
- d) teasing, practical jokes or ‘initiation ceremonies’
- e) exclusion from work-related events
- f) unreasonable work expectations, including too much or too little work, or work below or beyond a worker's skill level
- g) displaying offensive material
- h) pressure to behave in an inappropriate manner.



3.11 Reasonable management action carried out in a reasonable manner does not constitute bullying behaviour for the purposes of this code. Examples of reasonable management action may include, but are not limited to:

- a) performance management processes
- b) disciplinary action for misconduct
- c) informing a worker about unsatisfactory work performance or inappropriate work behaviour
- d) directing a worker to perform duties in keeping with their job
- e) maintaining reasonable workplace goals and standards
- f) legitimately exercising a regulatory function
- g) legitimately implementing a council policy or administrative processes.

Work Health and Safety

3.12 All council officials, including councillors, owe statutory duties under the Work Health and Safety Act 2011 (WHS Act). You must comply with your duties under the WHS Act and your responsibilities under any policies or procedures adopted by the council to ensure workplace health and safety. Specifically, you must:

- a) take reasonable care for your own health and safety
- b) take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons
- c) comply, so far as you are reasonably able, with any reasonable instruction that is given to ensure compliance with the WHS Act and any policies or procedures adopted by the council to ensure workplace health and safety
- d) cooperate with any reasonable policy or procedure of the council relating to workplace health or safety that has been notified to council staff
- e) report accidents, incidents, near misses, to the general manager or such other staff member nominated by the general manager, and take part in any incident investigations
- f) so far as is reasonably practicable, consult, co-operate and coordinate with all others who have a duty under the WHS Act in relation to the same matter.

Land Use Planning, Development Assessment and Other Regulatory Functions

3.13 You must ensure that land use planning, development assessment and other regulatory decisions are properly made, and that all parties are dealt with fairly. You must avoid any occasion for suspicion of improper conduct in the exercise of land use planning, development assessment and other regulatory functions.

3.14 In exercising land use planning, development assessment and other regulatory functions, you must ensure that no action, statement or communication between yourself and others conveys any suggestion of willingness to improperly provide concessions or preferential or unduly unfavourable treatment.

Binding Caucus Votes

1.1 You must not participate in binding caucus votes in relation to matters to be considered at a council or committee meeting.



1.2 For the purposes of clause 3.15, a binding caucus vote is a process whereby a group of councillors are compelled by a threat of disciplinary or other adverse action to comply with a predetermined position on a matter before the council or committee, irrespective of the personal views of individual members of the group on the merits of the matter before the council or committee.

1.3 Clause 3.15 does not prohibit councillors from discussing a matter before the council or committee prior to considering the matter in question at a council or committee meeting, or from voluntarily holding a shared view with other councillors on the merits of a matter.

1.4 Clause 3.15 does not apply to a decision to elect the mayor or deputy mayor, or to nominate a person to be a member of a council committee or a representative of the council on an external body.

Obligations in Relation to Meetings

3.19 You must comply with rulings by the chair at council and committee meetings or other proceedings of the council unless a motion dissenting from the ruling is passed.

3.20 You must not engage in bullying behaviour (as defined under this Part) towards the chair, other council officials or any members of the public present during council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions).

3.21 You must not engage in conduct that disrupts council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions), or that would otherwise be inconsistent with the orderly conduct of meetings.

3.22 If you are a councillor, you must not engage in any acts of disorder or other conduct that is intended to prevent the proper or effective functioning of the council, or of a committee of the council. Without limiting this clause, you must not:

- a) leave a meeting of the council or a committee for the purposes of depriving the meeting of a quorum, or
- b) submit a rescission motion with respect to a decision for the purposes of voting against it to prevent another councillor from submitting a rescission motion with respect to the same decision, or
- c) deliberately seek to impede the consideration of business at a meeting.

PART 4: PECUNIARY INTERESTS

What is a Pecuniary Interest?

4.1 A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause

4.2 You will not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision you might make in relation to the matter, or if the interest is of a kind specified in clause 4.6.

4.3 For the purposes of this Part, you will have a pecuniary interest in a matter if the pecuniary interest is:



- a) your interest, or
- b) the interest of your spouse or de facto partner, your relative, or your partner or employer, or
- c) a company or other body of which you, or your nominee, partner or employer, is a shareholder or member.

4.4 For the purposes of clause 4.3:

- a) Your “relative” is any of the following:
 - i) your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - ii) your spouse’s or de facto partner’s parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - iii) the spouse or de facto partner of a person referred to in paragraphs (i) and (ii).
- b) “de facto partner” has the same meaning as defined in section 21C of the Interpretation Act 1987.

4.5 You will not have a pecuniary interest in relation to a person referred to in subclauses 4.3(b) or (c):

- a. if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or
- b. just because the person is a member of, or is employed by, a council or a statutory body, or is employed by the Crown, or
- c. just because the person is a member of, or a delegate of a council to, a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.

What Interests do not have to be Disclosed?

4.6 You do not have to disclose the following interests for the purposes of this Part:

- a) your interest as an elector
- b) your interest as a ratepayer or person liable to pay a charge
- c) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to the public generally, or to a section of the public that includes persons who are not subject to this code
- d) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to your relative by the council in the same manner and subject to the same conditions as apply to persons who are not subject to this code
- e) an interest you have as a member of a club or other organisation or association, unless the interest is as the holder of an office in the club or organisation (whether remunerated or not)
- f) if you are a council committee member, an interest you have as a person chosen to represent the community, or as a member of a non-profit organisation or other community



- or special interest group, if you have been appointed to represent the organisation or group on the council committee
- g) an interest you have relating to a contract, proposed contract or other matter, if the interest arises only because of a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company
 - h) an interest you have arising from the proposed making by the council of an agreement between the council and a corporation, association or partnership, being a corporation, association or partnership that has more than 25 members, if the interest arises because your relative is a shareholder (but not a director) of the corporation, or is a member (but not a member of the committee) of the association, or is a partner of the partnership
 - i) an interest you have arising from the making by the council of a contract or agreement with your relative for, or in relation to, any of the following, but only if the proposed contract or agreement is similar in terms and conditions to such contracts and agreements as have been made, or as are proposed to be made, by the council in respect of similar matters with other residents of the area:
 - i. the performance by the council at the expense of your relative of any work or service in connection with roads or sanitation
 - ii. security for damage to footpaths or roads
 - iii. any other service to be rendered, or act to be done, by the council by or under any Act conferring functions on the council, or by or under any contract
 - j) an interest relating to the payment of fees to councillors (including the mayor and deputy mayor)
 - k) an interest relating to the payment of expenses and the provision of facilities to councillors (including the mayor and deputy mayor) in accordance with a policy under section 252 of the LGA,
 - l) an interest relating to an election to the office of mayor arising from the fact that a fee for the following 12 months has been determined for the office of mayor
 - m) an interest of a person arising from the passing for payment of a regular account for the wages or salary of an employee who is a relative of the person
 - n) an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a councillor or a council committee member
 - o) an interest arising from the appointment of a councillor to a body as a representative or delegate of the council, whether or not a fee or other recompense is payable to the representative or delegate.

4.7 For the purposes of clause 4.6, “relative” has the same meaning as in clause 4.4, but includes your spouse or de facto partner.

What Disclosures must be made by a Designated Person?

4.8 Designated persons include:

- a) the general manager
- b) other senior staff of the council for the purposes of section 332 of the LGA



- c) a person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position identified by the council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person’s duty as a member of staff or delegate and the person’s private interest
- d) a person (other than a member of the senior staff of the council) who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council’s functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member’s duty as a member of the committee and the member’s private interest.

4.9 A designated person:

- a) must prepare and submit written returns of interests in accordance with clauses 4.21, and
- b) must disclose pecuniary interests in accordance with clause 4.10.

4.10 A designated person must disclose in writing to the general manager (or if the person is the general manager, to the council) the nature of any pecuniary interest the person has in any council matter with which the person is dealing as soon as practicable after becoming aware of the interest.

4.11 Clause 4.10 does not require a designated person who is a member of staff of the council to disclose a pecuniary interest if the interest relates only to the person’s salary as a member of staff, or to their other conditions of employment.

4.12 The general manager must, on receiving a disclosure from a designated person, deal with the matter to which the disclosure relates or refer it to another person to deal with.

4.13 A disclosure by the general manager must, as soon as practicable after the disclosure is made, be laid on the table at a meeting of the council and the council must deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by council staff other than designated persons?

4.14 A member of staff of council, other than a designated person, must disclose in writing to their manager or the general manager the nature of any pecuniary interest they have in a matter they are dealing with as soon as practicable after becoming aware of the interest.

4.15 The staff member’s manager or the general manager must, on receiving a disclosure under clause 4.14, deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by council advisers?

4.16 A person who, at the request or with the consent of the council or a council committee, gives advice on any matter at any meeting of the council or committee, must disclose the nature of any pecuniary interest the person has in the matter to the meeting at the time the advice is given. The person is not required to disclose the person’s interest as an adviser.



4.17 A person does not breach clause 4.16 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.

What disclosures must be made by a council committee member?

4.18 A council committee member must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29.

4.19 For the purposes of clause 4.18, a “council committee member” includes a member of staff of council who is a member of the committee.

What disclosures must be made by a councillor?

4.20 A councillor:

- a) must prepare and submit written returns of interests in accordance with clause 4.21, and
- b) must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29 where it is applicable.

Disclosure of interests in written returns

4.21 A councillor or designated person must make and lodge with the general manager a return in the form set out in schedule 2 to this code, disclosing the councillor’s or designated person’s interests as specified in schedule 1 to this code within 3 months after:

- a) becoming a councillor or designated person, and
- b) 30 June of each year, and
- c) the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).

4.22 A person need not make and lodge a return under clause 4.21, paragraphs (a) and (b) if:

- a) they made and lodged a return under that clause in the preceding 3 months, or
- b) they have ceased to be a councillor or designated person in the preceding 3 months.

4.23 A person must not make and lodge a return that the person knows or ought reasonably to know is false or misleading in a material particular.

4.24 The general manager must keep a register of returns required to be made and lodged with the general manager.

4.25 Returns required to be lodged with the general manager under clause 4.21(a) and (b) must be tabled at the first meeting of the council after the last day the return is required to be lodged.

4.26 Returns required to be lodged with the general manager under clause 4.21(c) must be tabled at the next council meeting after the return is lodged.

4.27 Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the Government Information (Public Access) Act



2009, the Government Information (Public Access) Regulation 2009 and any guidelines issued by the Information Commissioner.

Disclosure of pecuniary interests at meetings

4.28 A councillor or a council committee member who has a pecuniary interest in any matter with which the council is concerned, and who is present at a meeting of the council or committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.

4.29 The councillor or council committee member must not be present at, or in sight of, the meeting of the council or committee:

- a) at any time during which the matter is being considered or discussed by the council or committee, or
- b) at any time during which the council or committee is voting on any question in relation to the matter.

4.30 In the case of a meeting of a board of a joint organisation, a voting representative is taken to be present at the meeting for the purposes of clauses 4.28 and 4.29 where they participate in the meeting by telephone or other electronic means.

4.31 A disclosure made at a meeting of a council or council committee must be recorded in the minutes of the meeting.

4.32 A general notice may be given to the general manager in writing by a councillor or a council committee member to the effect that the councillor or council committee member, or the councillor's or council committee member's spouse, de facto partner or relative, is:

- a) a member of, or in the employment of, a specified company or other body, or
- b) a partner of, or in the employment of, a specified person.

Such a notice is, unless and until the notice is withdrawn or until the end of the term of the council in which it is given (whichever is the sooner), sufficient disclosure of the councillor's or council committee member's interest in a matter relating to the specified company, body or person that may be the subject of consideration by the council or council committee after the date of the notice.

4.33 A councillor or a council committee member is not prevented from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the councillor or council committee member has an interest in the matter of a kind referred to in clause 4.6.

4.34 A person does not breach clauses 4.28 or 4.29 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.

4.35 Despite clause 4.29, a councillor who has a pecuniary interest in a matter may participate in a decision to delegate consideration of the matter in question to another body or person.



4.36 Clause 4.29 does not apply to a councillor who has a pecuniary interest in a matter that is being considered at a meeting if:

- a) the matter is a proposal relating to:
 - i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or
 - ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and
- b) the pecuniary interest arises only because of an interest of the councillor in the councillor's principal place of residence or an interest of another person (whose interests are relevant under clause 4.3) in that person's principal place of residence, and
- c) the councillor made a special disclosure under clause 4.37 in relation to the interest before the commencement of the meeting.

4.37 A special disclosure of a pecuniary interest made for the purposes of clause 4.36(c) must:

- a) be in the form set out in schedule 3 of this code and contain the information required by that form, and
- b) be laid on the table at a meeting of the council as soon as practicable after the disclosure is made, and the information contained in the special disclosure is to be recorded in the minutes of the meeting.

4.38 The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who has a pecuniary interest in a matter with which the council is concerned to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:

- a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
- b) that it is in the interests of the electors for the area to do so.

4.39 A councillor or a council committee member with a pecuniary interest in a matter who is permitted to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter under clause 4.38, must still disclose the interest they have in the matter in accordance with clause 4.28.

PART 5: NON-PECUNIARY CONFLICTS OF INTEREST

What is a non-pecuniary conflict of interest?

5.1 Non-pecuniary interests are private or personal interests a council official has that do not amount to a pecuniary interest as defined in clause 4.1 of this code. These commonly arise out of family or personal relationships, or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature.



5.2 A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.

5.3 The personal or political views of a council official do not constitute a private interest for the purposes of clause 5.2.

5.4 Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of council decision-making. The onus is on you to identify any non-pecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in accordance with this code.

5.5 When considering whether or not you have a non-pecuniary conflict of interest in a matter you are dealing with, it is always important to think about how others would view your situation.

Managing non-pecuniary conflicts of interest

5.6 Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of council staff other than the general manager, such a disclosure is to be made to the staff member’s manager. In the case of the general manager, such a disclosure is to be made to the mayor.

5.7 If a disclosure is made at a council or committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises. This disclosure constitutes disclosure in writing for the purposes of clause 5.6.

5.8 How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.

5.9 As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:

- a) a relationship between a council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the council official’s extended family that the council official has a close personal relationship with, or another person living in the same household
- b) other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
- c) an affiliation between the council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a council



official’s affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.

- d) membership, as the council’s representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the council and the organisation are potentially in conflict in relation to the particular matter
- e) a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1
- f) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.

5.10 Significant non-pecuniary conflicts of interest must be managed in one of two ways:

- a) by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
- b) if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29.

5.11 If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.

5.12 If you are a member of staff of council other than the general manager, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of your manager. In the case of the general manager, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of the mayor.

5.13 Despite clause 5.10(b), a councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.

5.14 Council committee members are not required to declare and manage a non-pecuniary conflict of interest in accordance with the requirements of this Part where it arises from an interest they have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if they have been appointed to represent the organisation or group on the council committee.

Political donations

5.15 Councillors should be aware that matters before council or committee meetings involving their political donors may also give rise to a non-pecuniary conflict of interest.



5.16 Where you are a councillor and have received or knowingly benefitted from a reportable political donation:

- a) made by a major political donor in the previous four years, and
- b) the major political donor has a matter before council,

you must declare a non-pecuniary conflict of interest in the matter, disclose the nature of the interest, and manage the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29. A disclosure made under this clause must be recorded in the minutes of the meeting.

5.17 For the purposes of this Part:

- a) a “reportable political donation” has the same meaning as it has in section 6 of the Electoral Funding Act 2018
- b) “major political donor” has the same meaning as it has in the Electoral Funding Act 2018.

5.18 Councillors should note that political donations that are not a “reportable political donation”, or political donations to a registered political party or group by which a councillor is endorsed, may still give rise to a non-pecuniary conflict of interest. Councillors should determine whether or not such conflicts are significant for the purposes of clause 5.9 and take the appropriate action to manage them.

5.19 Despite clause 5.16, a councillor who has received or knowingly benefitted from a reportable political donation of the kind referred to in that clause, may participate in a decision to delegate consideration of the matter in question to another body or person.

Loss of quorum as a result of compliance with this Part

5.20 A councillor who would otherwise be precluded from participating in the consideration of a matter under this Part because they have a non-pecuniary conflict of interest in the matter is permitted to participate in consideration of the matter if:

- a) the matter is a proposal relating to:
 - i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council’s area, or
 - ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council’s area, and
- b) the non-pecuniary conflict of interest arises only because of an interest that a person has in that person’s principal place of residence, and
- c) the councillor discloses the interest they have in the matter that would otherwise have precluded their participation in consideration of the matter under this Part in accordance with clause 5.6.

5.21 The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who is precluded under this Part from participating in the consideration of a matter to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:



- a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
- b) that it is in the interests of the electors for the area to do so.

5.22 Where the Minister exempts a councillor or committee member from complying with a requirement under this Part under clause 5.21, the councillor or committee member must still disclose any interests they have in the matter the exemption applies to, in accordance with clause 5.6.

Other business or employment

5.23 The general manager must not engage, for remuneration, in private employment, contract work or other business outside the service of the council without the approval of the council.

5.24 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council or that might conflict with the staff member's council duties unless they have notified the general manager in writing of the employment, work or business and the general manager has given their written approval for the staff member to engage in the employment, work or business.

5.25 The general manager may at any time prohibit a member of staff from engaging, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council, or that might conflict with the staff member's council duties.

5.26 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council if prohibited from doing so.

5.27 Members of staff must ensure that any outside employment, work or business they engage in will not:

- a) conflict with their official duties
- b) involve using confidential information or council resources obtained through their work with the council including where private use is permitted
- c) require them to work while on council duty
- d) discredit or disadvantage the council
- e) pose, due to fatigue, a risk to their health or safety, or to the health and safety of their co-workers.

Personal dealings with council

5.28 You may have reason to deal with your council in your personal capacity (for example, as a ratepayer, recipient of a council service or applicant for a development consent granted by council). You must not expect or request preferential treatment in relation to any matter in which you have a private interest because of your position. You must avoid any action that could lead members of the public to believe that you are seeking preferential treatment.

5.29 You must undertake any personal dealings you have with the council in a manner that is consistent with the way other members of the community deal with the council. You must also



ensure that you disclose and appropriately manage any conflict of interest you may have in any matter in accordance with the requirements of this code.

PART 6: PERSONAL BENEFIT

6.1 For the purposes of this Part, a gift or a benefit is something offered to or received by a council official or someone personally associated with them for their personal use and enjoyment.

6.2 A reference to a gift or benefit in this Part does not include:

- a) items with a value of \$10 or less
- b) a political donation for the purposes of the Electoral Funding Act 2018
- c) a gift provided to the council as part of a cultural exchange or sister-city relationship that is not converted for the personal use or enjoyment of any individual council official or someone personally associated with them
- d) a benefit or facility provided by the council to an employee or councillor
- e) attendance by a council official at a work-related event or function for the purposes of performing their official duties, or
- f) free or subsidised meals, beverages or refreshments provided to council officials in conjunction with the performance of their official duties such as, but not limited to:
 - i) the discussion of official business
 - ii) work-related events such as council-sponsored or community events, training, education sessions or workshops
 - iii) conferences
 - iv) council functions or events
 - v) social functions organised by groups, such as council committees and community organisations.

Gifts and benefits

6.3 You must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable treatment from you or from the council, through the provision of gifts, benefits or hospitality of any kind to you or someone personally associated with you.

6.4 A gift or benefit is deemed to have been accepted by you for the purposes of this Part, where it is received by you or someone personally associated with you.

How are offers of gifts and benefits to be dealt with?

6.5 You must not:

- a) seek or accept a bribe or other improper inducement
- b) seek gifts or benefits of any kind
- c) accept any gift or benefit that may create a sense of obligation on your part, or may be perceived to be intended or likely to influence you in carrying out your public duty
- d) subject to clause 6.7, accept any gift or benefit of more than token value as defined by clause 6.9



- e) accept an offer of cash or a cash-like gift as defined by clause 6.13, regardless of the amount
- f) participate in competitions for prizes where eligibility is based on the council being in or entering into a customer–supplier relationship with the competition organiser
- g) personally benefit from reward points programs when purchasing on behalf of the council.

6.6 Where you receive a gift or benefit of any value other than one referred to in clause 6.2, you must disclose this promptly to your manager or the general manager in writing. The recipient, manager, or general manager must ensure that, at a minimum, the following details are recorded in the council's gift register:

- a) the nature of the gift or benefit
- b) the estimated monetary value of the gift or benefit
- c) the name of the person who provided the gift or benefit, and
- d) the date on which the gift or benefit was received.

6.7 Where you receive a gift or benefit of more than token value that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the council, unless the nature of the gift or benefit makes this impractical.

Gifts and benefits of token value

6.8 You may accept gifts and benefits of token value. Gifts and benefits of token value are one or more gifts or benefits received from a person or organisation over a 12-month period that, when aggregated, do not exceed a value of \$100. They include, but are not limited to:

- a) invitations to and attendance at local social, cultural or sporting events with a ticket value that does not exceed \$100
- b) gifts of alcohol that do not exceed a value of \$100
- c) ties, scarves, coasters, tie pins, diaries, chocolates or flowers or the like
- d) prizes or awards that do not exceed \$100 in value.

Gifts and benefits of more than token value

6.9 Gifts or benefits that exceed \$100 in value are gifts or benefits of more than token value for the purposes of clause 6.5(d) and, subject to clause 6.7, must not be accepted.

6.10 Gifts and benefits of more than token value include, but are not limited to, tickets to major sporting events (such as international matches or matches in national sporting codes) with a ticket value that exceeds \$100, corporate hospitality at a corporate facility at major sporting events, free or discounted products or services for personal use provided on terms that are not available to the general public or a broad class of persons, the use of holiday homes, artworks, free or discounted travel.

6.11 Where you have accepted a gift or benefit of token value from a person or organisation, you must not accept a further gift or benefit from the same person or organisation or another person associated with that person or organisation within a single 12-month period where the value of the gift, added to the value of earlier gifts received from the same person or organisation, or a person



associated with that person or organisation, during the same 12-month period would exceed \$100 in value.

6.12 For the purposes of this Part, the value of a gift or benefit is the monetary value of the gift or benefit inclusive of GST.

“Cash-like gifts”

6.13 For the purposes of clause 6.5(e), “cash-like gifts” include, but are not limited to, gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internet credit, lottery tickets, memberships or entitlements to discounts that are not available to the general public or a broad class of persons.

Improper and undue influence

6.14 You must not use your position to influence other council officials in the performance of their official functions to obtain a private benefit for yourself or for somebody else. A councillor will not be in breach of this clause where they seek to influence other council officials through the proper exercise of their role as prescribed under the LGA.

6.15 You must not take advantage (or seek to take advantage) of your status or position with council, or of functions you perform for council, in order to obtain a private benefit for yourself or for any other person or body.

PART 7: RELATIONSHIPS BETWEEN COUNCIL OFFICIALS

Obligations of councillors and administrators

7.1 Each council is a body politic. The councillors or administrator/s are the governing body of the council. Under section 223 of the LGA, the role of the governing body of the council includes the development and endorsement of the strategic plans, programs, strategies and policies of the council, including those relating to workforce policy, and to keep the performance of the council under review.

7.2 Councillors or administrators must not:

- a) direct council staff other than by giving appropriate direction to the general manager by way of council or committee resolution, or by the mayor or administrator exercising their functions under section 226 of the LGA
- b) in any public or private forum, direct or influence, or attempt to direct or influence, any other member of the staff of the council or a delegate of the council in the exercise of the functions of the staff member or delegate
- c) contact a member of the staff of the council on council-related business unless in accordance with the policy and procedures governing the interaction of councillors and council staff that have been authorised by the council and the general manager
- d) contact or issue instructions to any of the council’s contractors, including the council’s legal advisers, unless by the mayor or administrator exercising their functions under section 226 of the LGA.



7.3 Despite clause 7.2, councillors may contact the council's external auditor or the chair of the council's audit risk and improvement committee to provide information reasonably necessary for the external auditor or the audit, risk and improvement committee to effectively perform their functions.

Obligations of staff

7.4 Under section 335 of the LGA, the role of the general manager includes conducting the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council, implementing without undue delay, lawful decisions of the council and ensuring that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their official functions.

7.5 Members of staff of council must:

- a) give their attention to the business of the council while on duty
- b) ensure that their work is carried out ethically, efficiently, economically and effectively
- c) carry out reasonable and lawful directions given by any person having authority to give such directions
- d) give effect to the lawful decisions, policies and procedures of the council, whether or not the staff member agrees with or approves of them
- e) ensure that any participation in political activities outside the service of the council does not interfere with the performance of their official duties.

Inappropriate interactions

7.6 You must not engage in any of the following inappropriate interactions:

- a) councillors and administrators approaching staff and staff organisations to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
- b) council staff approaching councillors and administrators to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
- c) subject to clause 8.6, council staff refusing to give information that is available to other councillors to a particular councillor
- d) councillors and administrators who have lodged an application with the council, discussing the matter with council staff in staff-only areas of the council
- e) councillors and administrators approaching members of local planning panels or discussing any application that is either before the panel or that will come before the panel at some future time, except during a panel meeting where the application forms part of the agenda and the councillor or administrator has a right to be heard by the panel at the meeting
- f) councillors and administrators being overbearing or threatening to council staff
- g) council staff being overbearing or threatening to councillors or administrators



- h) councillors and administrators making personal attacks on council staff or engaging in conduct towards staff that would be contrary to the general conduct provisions in Part 3 of this code in public forums including social media
- i) councillors and administrators directing or pressuring council staff in the performance of their work, or recommendations they should make
- j) council staff providing ad hoc advice to councillors and administrators without recording or documenting the interaction as they would if the advice was provided to a member of the community
- k) council staff meeting with applicants or objectors alone AND outside office hours to discuss planning applications or proposals
- l) councillors attending on-site inspection meetings with lawyers and/or consultants engaged by the council associated with current or proposed legal proceedings unless permitted to do so by the council's general manager or, in the case of the mayor or administrator, unless they are exercising their functions under section 226 of the LGA.

PART 8: ACCESS TO INFORMATION AND COUNCIL RESOURCES

Councillor and administrator access to information

8.1 The general manager is responsible for ensuring that councillors and administrators can access information necessary for the performance of their official functions. The general manager and public officer are also responsible for ensuring that members of the public can access publicly available council information under the Government Information (Public Access) Act 2009 (the GIPA Act).

8.2 The general manager must provide councillors and administrators with the information necessary to effectively discharge their official functions.

8.3 Members of staff of council must provide full and timely information to councillors and administrators sufficient to enable them to exercise their official functions and in accordance with council procedures.

8.4 Members of staff of council who provide any information to a particular councillor in the performance of their official functions must also make it available to any other councillor who requests it and in accordance with council procedures.

8.5 Councillors and administrators who have a private interest only in council information have the same rights of access as any member of the public.

8.6 Despite clause 8.4, councillors and administrators who are precluded from participating in the consideration of a matter under this code because they have a conflict of interest in the matter, are not entitled to request access to council information in relation to the matter unless the information is otherwise available to members of the public, or the council has determined to make the information available under the GIPA Act.



Councillors and administrators to properly examine and consider information

8.7 Councillors and administrators must ensure that they comply with their duty under section 439 of the LGA to act honestly and exercise a reasonable degree of care and diligence by properly examining and considering all the information provided to them relating to matters that they are required to make a decision on.

Refusal of access to information

8.8 Where the general manager or public officer determine to refuse access to information requested by a councillor or administrator, they must act reasonably. In reaching this decision they must take into account whether or not the information requested is necessary for the councillor or administrator to perform their official functions (see clause 8.2) and whether they have disclosed a conflict of interest in the matter the information relates to that would preclude their participation in consideration of the matter (see clause 8.6). The general manager or public officer must state the reasons for the decision if access is refused.

Use of certain council information

8.9 In regard to information obtained in your capacity as a council official, you must:

- a) subject to clause 8.14, only access council information needed for council business
- b) not use that council information for private purposes
- c) not seek or obtain, either directly or indirectly, any financial benefit or other improper advantage for yourself, or any other person or body, from any information to which you have access by virtue of your office or position with council
- d) only release council information in accordance with established council policies and procedures and in compliance with relevant legislation.

Use and security of confidential information

8.10 You must maintain the integrity and security of confidential information in your possession, or for which you are responsible.

8.11 In addition to your general obligations relating to the use of council information, you must:

- a) only access confidential information that you have been authorised to access and only do so for the purposes of exercising your official functions
- b) protect confidential information
- c) only release confidential information if you have authority to do so
- d) only use confidential information for the purpose for which it is intended to be used
- e) not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or for any other person
- f) not use confidential information with the intention to cause harm or detriment to the council or any other person or body
- g) not disclose any confidential information discussed during a confidential session of a council or committee meeting or any other confidential forum (such as, but not limited to, workshops or briefing sessions).



Personal information

8.12 When dealing with personal information you must comply with:

- a) the Privacy and Personal Information Protection Act 1998
- b) the Health Records and Information Privacy Act 2002
- c) the Information Protection Principles and Health Privacy Principles
- d) Council's privacy management plan
- e) the Privacy Code of Practice for Local Government

Use of council resources

8.13 You must use council resources ethically, effectively, efficiently and carefully in exercising your official functions, and must not use them for private purposes, except when supplied as part of a contract of employment (but not for private business purposes), unless this use is lawfully authorised and proper payment is made where appropriate.

8.14 Union delegates and consultative committee members may have reasonable access to council resources and information for the purposes of carrying out their industrial responsibilities, including but not limited to:

- a) the representation of members with respect to disciplinary matters
- b) the representation of employees with respect to grievances and disputes
- c) functions associated with the role of the local consultative committee.

8.15 You must be scrupulous in your use of council property, including intellectual property, official services, facilities, technology and electronic devices and must not permit their misuse by any other person or body.

8.16 You must avoid any action or situation that could create the appearance that council property, official services or public facilities are being improperly used for your benefit or the benefit of any other person or body.

8.17 You must not use council resources (including council staff), property or facilities for the purpose of assisting your election campaign or the election campaigns of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.

8.18 You must not use the council letterhead, council crests, council email or social media or other information that could give the appearance it is official council material:

- a) for the purpose of assisting your election campaign or the election campaign of others, or
- b) for other non-official purposes.

8.19 You must not convert any property of the council to your own use unless properly authorised.

8.20 You must comply with Council's Use of Information and Communications Technology Procedure.



Internet access

8.21 You must not use council's computer resources or mobile or other devices to search for, access, download or communicate any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature, or that could otherwise lead to criminal penalty or civil liability and/or damage the council's reputation.

Council record keeping

8.22 You must comply with the requirements of the State Records Act 1998 and the council's records management policy.

8.23 All information created, sent and received in your official capacity is a council record and must be managed in accordance with the requirements of the State Records Act 1998 and the council's approved records management policies and practices.

8.24 All information stored in either soft or hard copy on council supplied resources (including technology devices and email accounts) is deemed to be related to the business of the council and will be treated as council records, regardless of whether the original intention was to create the information for personal purposes.

8.25 You must not destroy, alter, or dispose of council information or records, unless authorised to do so. If you need to alter or dispose of council information or records, you must do so in consultation with the council's records manager and comply with the requirements of the State Records Act 1998.

Councillor access to council buildings

8.26 Councillors and administrators are entitled to have access to the council chamber, committee room, mayor's office (subject to availability), councillors' rooms, and public areas of council's buildings during normal business hours and for meetings. Councillors and administrators needing access to these facilities at other times must obtain authority from the general manager.

8.27 Councillors and administrators must not enter staff-only areas of council buildings without the approval of the general manager (or their delegate) or as provided for in the procedures governing the interaction of councillors and council staff.

8.28 Councillors and administrators must ensure that when they are within a staff only area they refrain from conduct that could be perceived to improperly influence council staff decisions.

PART 9: MAINTAINING THE INTEGRITY OF THIS CODE

Complaints made for an improper purpose

9.1 You must not make or threaten to make a complaint or cause a complaint to be made alleging a breach of this code for an improper purpose.

9.2 For the purposes of clause 9.1, a complaint is made for an improper purpose where it is trivial, frivolous, vexatious or not made in good faith, or where it otherwise lacks merit and has been made substantially for one or more of the following purposes:



- a) to bully, intimidate or harass another council official
- b) to damage another council official's reputation
- c) to obtain a political advantage
- d) to influence a council official in the exercise of their official functions or to prevent or disrupt the exercise of those functions
- e) to influence the council in the exercise of its functions or to prevent or disrupt the exercise of those functions
- f) to avoid disciplinary action under the Procedures
- g) to take reprisal action against a person for making a complaint alleging a breach of this code
- h) to take reprisal action against a person for exercising a function prescribed under the Procedures
- i) to prevent or disrupt the effective administration of this code under the Procedures.

Detrimental action

9.3 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for a complaint they have made alleging a breach of this code.

9.4 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for any function they have exercised under the Procedures.

9.5 For the purposes of clauses 9.3 and 9.4, a detrimental action is an action causing, comprising or involving any of the following:

- a) injury, damage or loss
- b) intimidation or harassment
- c) discrimination, disadvantage or adverse treatment in relation to employment
- d) dismissal from, or prejudice in, employment
- e) disciplinary proceedings.

Compliance with requirements under the Procedures

9.6 You must not engage in conduct that is calculated to impede or disrupt the consideration of a matter under the Procedures.

9.7 You must comply with a reasonable and lawful request made by a person exercising a function under the Procedures. A failure to make a written or oral submission invited under the Procedures will not constitute a breach of this clause.

9.8 You must comply with a practice ruling made by the Office under the Procedures.

Disclosure of information about the consideration of a matter under the Procedures

9.9 All allegations of breaches of this code must be dealt with under and in accordance with the Procedures.

9.10 You must not allege breaches of this code other than by way of a complaint made or initiated under the Procedures.



9.11 You must not make allegations about, or disclose information about, suspected breaches of this code at council, committee or other meetings, whether open to the public or not, or in any other forum, whether public or not.

9.12 You must not disclose information about a complaint you have made alleging a breach of this code or any other matter being considered under the Procedures except for the purposes of seeking legal advice, unless the disclosure is otherwise permitted under the Procedures.

9.13 Nothing under this Part prevents a person from making a public interest disclosure to an appropriate public authority or investigative authority under the Public Interest Disclosures Act 1994.

Complaints alleging a breach of this Part

9.14 Complaints alleging a breach of this Part by a councillor, the general manager or an administrator are to be managed by the Office. This clause does not prevent the Office from referring an alleged breach of this Part back to the council for consideration in accordance with the Procedures.

9.15 Complaints alleging a breach of this Part by other council officials are to be managed by the general manager in accordance with the Procedures.

SCHEDULE 1: DISCLOSURES OF INTERESTS AND OTHER MATTERS IN WRITTEN RETURNS SUBMITTED UNDER CLAUSE 4.21

Part 1: Preliminary

Definitions

1. For the purposes of the schedules to this code, the following definitions apply:

address means:

- a) in relation to a person other than a corporation, the last residential or business address of the person known to the councillor or designated person disclosing the address, or
- b) in relation to a corporation, the address of the registered office of the corporation in New South Wales or, if there is no such office, the address of the principal office of the corporation in the place where it is registered, or
- c) in relation to any real property, the street address of the property.

de facto partner has the same meaning as defined in section 21C of the *Interpretation Act 1987*.

disposition of property means a conveyance, transfer, assignment, settlement, delivery, payment or other alienation of property, including the following:

- a) the allotment of shares in a company
- b) the creation of a trust in respect of property



- c) the grant or creation of a lease, mortgage, charge, easement, licence, power, partnership or interest in respect of property
- d) the release, discharge, surrender, forfeiture or abandonment, at law or in equity, of a debt, contract or chose in action, or of an interest in respect of property
- e) the exercise by a person of a general power of appointment over property in favour of another person
- f) a transaction entered into by a person who intends by the transaction to diminish, directly or indirectly, the value of the person's own property and to increase the value of the property of another person.

gift means a disposition of property made otherwise than by will (whether or not by instrument in writing) without consideration, or with inadequate consideration, in money or money's worth passing from the person to whom the disposition was made to the person who made the disposition, but does not include a financial or other contribution to travel.

interest means:

- a) in relation to property, an estate, interest, right or power, at law or in equity, in or over the property, or
- b) in relation to a corporation, a relevant interest (within the meaning of section 9 of the Corporations Act 2001 of the Commonwealth) in securities issued or made available by the corporation.

listed company means a company that is listed within the meaning of section 9 of the Corporations Act 2001 of the Commonwealth.

occupation includes trade, profession and vocation.

professional or business association means an incorporated or unincorporated body or organisation having as one of its objects or activities the promotion of the economic interests of its members in any occupation.

property includes money.

return date means:

- a) in the case of a return made under clause 4.21(a), the date on which a person became a councillor or designated person
- b) in the case of a return made under clause 4.21(b), 30 June of the year in which the return is made
- c) in the case of a return made under clause 4.21(c), the date on which the councillor or designated person became aware of the interest to be disclosed.

relative includes any of the following:

- a) a person's spouse or de facto partner
- b) a person's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child



- c) a person’s spouse’s or de facto partner’s parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- d) the spouse or de facto partner of a person referred to in paragraphs (b) and (c).

travel includes accommodation incidental to a journey.

Matters relating to the interests that must be included in returns

- 2. Interests etc. outside New South Wales: A reference in this schedule or in schedule 2 to a disclosure concerning a corporation or other thing includes any reference to a disclosure concerning a corporation registered, or other thing arising or received, outside New South Wales.
- 3. References to interests in real property: A reference in this schedule or in schedule 2 to real property in which a councillor or designated person has an interest includes a reference to any real property situated in Australia in which the councillor or designated person has an interest.
- 4. Gifts, loans etc. from related corporations: For the purposes of this schedule and schedule 2, gifts or contributions to travel given, loans made, or goods or services supplied, to a councillor or designated person by two or more corporations that are related to each other for the purposes of section 50 of the Corporations Act 2001 of the Commonwealth are all given, made or supplied by a single corporation.

Part 2: Pecuniary interests to be disclosed in returns

Real property

- 5. A person making a return under clause 4.21 of this code must disclose:
 - a) the street address of each parcel of real property in which they had an interest on the return date, and
 - b) the street address of each parcel of real property in which they had an interest in the period since 30 June of the previous financial year, and
 - c) the nature of the interest.
- 6. An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
 - a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
 - b) as a trustee, if the interest was acquired in the ordinary course of an occupation not related to their duties as the holder of a position required to make a return.
- 7. An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a councillor or designated person.
- 8. For the purposes of clause 5 of this schedule, “interest” includes an option to purchase.

Gifts

- 9. A person making a return under clause 4.21 of this code must disclose:
 - a) a description of each gift received in the period since 30 June of the previous financial year, and



- b) the name and address of the donor of each of the gifts.
- 10. A gift need not be included in a return if:
 - a) it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
 - b) it was a political donation disclosed, or required to be disclosed, under Part 3 of the Electoral Funding Act 2018, or
 - c) the donor was a relative of the donee, or
 - d) subject to paragraph (a), it was received prior to the person becoming a councillor or designated person.
- 11. For the purposes of clause 10 of this schedule, the amount of a gift other than money is an amount equal to the value of the property given.

Contributions to travel

- 12. A person making a return under clause 4.21 of this code must disclose:
 - a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person in the period since 30 June of the previous financial year, and
 - b) the dates on which the travel was undertaken, and
 - c) the names of the states and territories, and of the overseas countries, in which the travel was undertaken.
- 13. A financial or other contribution to any travel need not be disclosed under this clause if it:
 - a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or council vehicles), or
 - b) was made by a relative of the traveller, or
 - c) was made in the ordinary course of an occupation of the traveller that is not related to their functions as the holder of a position requiring the making of a return, or
 - d) did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12-month period or less, or
 - e) was a political donation disclosed, or required to be disclosed, under Part 3 of the Electoral Funding Act 2018, or
 - f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales, or to enable the traveller to represent the party within Australia, or
 - g) subject to paragraph (d) it was received prior to the person becoming a councillor or designated person.
- 14. For the purposes of clause 13 of this schedule, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.

Interests and positions in corporations

- 15. A person making a return under clause 4.21 of this code must disclose:
 - a) the name and address of each corporation in which they had an interest or held a position (whether remunerated or not) on the return date, and
 - b) the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and



- c) the nature of the interest, or the position held, in each of the corporations, and
 - d) a description of the principal objects (if any) of each of the corporations, except in the case of a listed company.
16. An interest in, or a position held in, a corporation need not be disclosed if the corporation is:
- a) formed for the purpose of providing recreation or amusement, or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
 - b) required to apply its profits or other income in promoting its objects, and
 - c) prohibited from paying any dividend to its members.
17. An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.
18. An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a councillor or designated person.

Interests as a property developer or a close associate of a property developer

19. A person making a return under clause 4.21 of this code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.
20. For the purposes of clause 19 of this schedule:

close associate, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the Electoral Funding Act 2018.

property developer has the same meaning as it has in Division 7 of Part 3 of the Electoral Funding Act 2018.

Positions in trade unions and professional or business associations

21. A person making a return under clause 4.21 of the code must disclose:
- a) the name of each trade union, and of each professional or business association, in which they held any position (whether remunerated or not) on the return date, and
 - b) the name of each trade union, and of each professional or business association, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
 - c) a description of the position held in each of the unions and associations.
22. A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a councillor or designated person.

Dispositions of real property

23. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they



- wholly or partly retained the use and benefit of the property or the right to re-acquire the property.
24. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.
 25. A disposition of real property need not be disclosed if it was made prior to a person becoming a councillor or designated person.

Sources of income

26. A person making a return under clause 4.21 of this code must disclose:
 - a) each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on the following 30 June, and
 - b) each source of income received by the person in the period since 30 June of the previous financial year.
27. A reference in clause 26 of this schedule to each source of income received, or reasonably expected to be received, by a person is a reference to:
 - a) in relation to income from an occupation of the person:
 - i) a description of the occupation, and
 - ii) if the person is employed or the holder of an office, the name and address of their employer, or a description of the office, and
 - iii) if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
 - b) in relation to income from a trust, the name and address of the settlor and the trustee, or
 - c) in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which, the income was, or is reasonably expected to be, received.
28. The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.
29. The source of any income received by the person that they ceased to receive prior to becoming a councillor or designated person need not be disclosed.
30. A fee paid to a councillor or to the mayor or deputy mayor under sections 248 or 249 of the LGA need not be disclosed.

Debts

31. A person making a return under clause 4.21 of this code must disclose the name and address of each person to whom the person was liable to pay any debt:
 - a) on the return date, and



- b) at any time in the period since 30 June of the previous financial year.
- 32. A liability to pay a debt must be disclosed by a person in a return made under clause 4.21 whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time in the period since 30 June of the previous financial year, as the case may be.
- 33. A liability to pay a debt need not be disclosed by a person in a return if:
 - a) the amount to be paid did not exceed \$500 on the return date or in the period since 30 June of the previous financial year, as the case may be, unless:
 - i) the debt was one of two or more debts that the person was liable to pay to one person on the return date, or at any time in the period since 30 June of the previous financial year, as the case may be, and
 - ii) the amounts to be paid exceeded, in the aggregate, \$500, or
 - b) the person was liable to pay the debt to a relative, or
 - c) in the case of a debt arising from a loan of money the person was liable to pay the debt to an authorised deposit-taking institution or other person whose ordinary business includes the lending of money, and the loan was made in the ordinary course of business of the lender, or
 - d) in the case of a debt arising from the supply of goods or services:
 - i) the goods or services were supplied in the period of 12 months immediately preceding the return date, or were supplied in the period since 30 June of the previous financial year, as the case may be, or
 - ii) the goods or services were supplied in the ordinary course of any occupation of the person that is not related to their duties as the holder of a position required to make a return, or
 - e) subject to paragraph (a), the debt was discharged prior to the person becoming a councillor or designated person.

Discretionary disclosures

- 34. A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.

**SCHEDULE 2: FORM OF WRITTEN RETURN OF INTERESTS
SUBMITTED UNDER CLAUSE 4.21**

‘Disclosures by councillors and designated persons’ return

- 1. The pecuniary interests and other matters to be disclosed in this return are prescribed by Schedule 1 of the Code of Conduct.
- 2. If this is the first return you have been required to lodge with the general manager after becoming a councillor or designated person, do not complete Parts C, D and I of the return. All other parts of the return should be completed with appropriate information based on your circumstances at the return date, that is, the date on which you became a councillor or designated person.



3. If you have previously lodged a return with the general manager and you are completing this return for the purposes of disclosing a new interest that was not disclosed in the last return you lodged with the general manager, you must complete all parts of the return with appropriate information for the period from 30 June of the previous financial year or the date on which you became a councillor or designated person, (whichever is the later date), to the return date which is the date you became aware of the new interest to be disclosed in your updated return.
4. If you have previously lodged a return with the general manager and are submitting a new return for the new financial year, you must complete all parts of the return with appropriate information for the 12-month period commencing on 30 June of the previous year to 30 June this year.
5. This form must be completed using block letters or typed.
6. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.
7. If there are no pecuniary interests or other matters of the kind required to be disclosed under a heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.

Important information

This information is being collected for the purpose of complying with clause 4.21 of the Code of Conduct.

You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular (see clause 4.23 of the Code of Conduct). Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the council, the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

The information collected on this form will be kept by the general manager in a register of returns. The general manager is required to table all returns at a council meeting.

Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2009 and any guidelines issued by the Information Commissioner.

You have an obligation to keep the information contained in this return up to date. If you become aware of a new interest that must be disclosed in this return, or an interest that you have previously failed to disclose, you must submit an updated return within three months of becoming aware of the previously undisclosed interest.

Disclosure of pecuniary interests and other matters by [full name of councillor or designated person]

as at [return date]

in respect of the period from [date] to [date]



[councillor's or designated person's signature]
[date]

A. Real Property

Street address of each parcel of real property in which I had an interest at Nature of interest
the return date/at any time since 30 June

B. Sources of income

1 Sources of income I reasonably expect to receive from an occupation in the period commencing
on the first day after the return date and ending on the following 30 June

Sources of income I received from an occupation at any time since 30 June

Description of occupation	Name and address of employer or description of office held (if partnership applicable)	Name under which conducted (if applicable)

2 Sources of income I reasonably expect to receive from a trust in the period commencing on the
first day after the return date and ending on the following 30 June

Sources of income I received from a trust since 30 June

Name and address of settlor	Name and address of trustee

3 Sources of other income I reasonably expect to receive in the period commencing on the first
day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

[Include description sufficient to identify the person from whom, or the circumstances in which,
that income was received]

C. Gifts

Description of each gift I received at any time since 30 June Name and address of donor
June



D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken

E. Interests and positions in corporations

Name and address of each corporation in which I had an interest (if any) or held a position at the return date/at any time since 30 June	Nature of interest position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)

G. Positions in trade unions and professional or business associations

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June	Description of position

H. Debts

Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June

I. Dispositions of property

1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time



2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

J. Discretionary disclosures

SCHEDULE 3: FORM OF SPECIAL DISCLOSURE OF PECUNIARY INTEREST SUBMITTED UNDER CLAUSE 4.37

1. This form must be completed using block letters or typed.
2. If there is insufficient space for all the information you are required to disclose, you must attached an appendix which is to be properly identified and signed by you.

Important information

This information is being collected for the purpose of making a special disclosure of pecuniary interests under clause 4.36(c) of the Code of Conduct.

The special disclosure must relate only to a pecuniary interest that a councillor has in the councillor’s principal place of residence, or an interest another person (whose interests are relevant under clause 4.3 of the Code of Conduct) has in that person’s principal place of residence.

Clause 4.3 of the Code of Conduct states that you will have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative or because your business partner or employer has a pecuniary interest. You will also have a pecuniary interest in a matter because you, your nominee, your business partner or your employer is a member of a company or other body that has a pecuniary interest in the matter.

“Relative” is defined by clause 4.4 of the Code of Conduct as meaning your, your spouse’s or your de facto partner’s parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child and the spouse or de facto partner of any of those persons.

You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting at which the special disclosure is being made. The completed form must be tabled at the meeting. Everyone is entitled to inspect it. The special disclosure must be recorded in the minutes of the meeting.



Special disclosure of pecuniary interests by *[full name of councillor]*
 in the matter of *[insert name of environmental planning instrument]*
 which is to be considered at a meeting of the *[name of council or council committee (as the case requires)]*
 to be held on the day of 20 .

Pecuniary interest	
Address of the affected principal place of residence of the councillor or an associated person, company or body (the identified land)	
Relationship of identified land to the councillor <i>[Tick or cross one box.]</i>	<input type="checkbox"/> The councillor has an interest in the land (e.g. is the owner or has another interest arising out of a mortgage, lease, trust, option or contract, or otherwise). <input type="checkbox"/> An associated person of the councillor has an interest in the land. <input type="checkbox"/> An associated company or body of the councillor has an interest in the land.
Matter giving rise to pecuniary interest ¹	
Nature of the land that is subject to a change in zone/planning control by the proposed LEP (the subject land) ² <i>[Tick or cross one box]</i>	<input type="checkbox"/> The identified land. <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control <i>[Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]</i>	

¹ Clause 4.1 of the Code of Conduct provides that a pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter, or if the interest is of a kind specified in clause 4.6 of the Code of Conduct.

² A pecuniary interest may arise by way of a change of permissible use of land adjoining, adjacent to or in proximity to land in which a councillor or a person, company or body referred to in clause 4.3 of the Code of Conduct has a proprietary interest.











<p>Proposed change of zone/planning control <i>[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]</i></p>	
<p>Effect of proposed change of zone/planning control on councillor or associated person <i>[Insert one of the following: "Appreciable financial gain" or "Appreciable financial loss"]</i></p>	

15.8 REQUEST FOR FINANCIAL ASSISTANCE - LIONS CLUB OF MARULAN & DISTRICT INC.

Author: Director Corporate & Community Services

Authoriser: Aaron Johansson, Chief Executive Officer

- Attachments:**
1. **Application for Financial Assistance - Marulan & District Lions Club**
 
 2. **Booking Quote 5434**  
 3. **Booking Quote 5435**  
 4. **Booking Quote 5436**  

Link to Community Strategic Plan:	12. Our Community CO2 Encourage and facilitate active and creative participation in community life.
Cost to Council:	Funds are available in the budget for donations made under the Financial Assistance Policy. There is a budget of \$80,000 for grants issued under this policy in the 2024/25 financial year. Approval of the recommendations contained within this Business Paper would leave a remaining amount of \$57,599 for future contributions.
Use of Reserve Funds:	Not Applicable. Budgeted amount funded from revenue.

RECOMMENDATION

That

1. The report of the Director of Corporate & Community Services on a Request for Financial Assistance from the Lions Club of Marulan & District Inc. be received.
2. Council approve a contribution of \$1,755.00 to Lions Club of Marulan & District Inc. in the form of a 50% fee waiver for the hire of Marulan Hall for their 2024/25 activities funded from the Financial Assistance budget.

BACKGROUND

At its meeting on 21 June 2022, Council adopted the new Financial Assistance and Reduction or Waiver of Council Fees & Charges Policy. Under this Policy, applications seeking funding for amounts greater than \$1,000 are reported to Council for approval.

REPORT

A request has been received from the Lions Club of Marulan & District Inc. seeking financial assistance in form of a partial fee waiver for use of the Marulan Hall for their regular activities for a period of 12 months from 1 July 2024 to 30 June 2025. The activities include:

- Lions senior activity group
- Lions dinner meetings
- Lions cards players club

The total cost for the Marulan Hall hire for a 12 month period for all of these bookings would be \$3,510.

It should be noted that the Financial Assistance and Reduction or Waiver of Council Fees & Charges Policy allows for 50% fee waiver for the hire of Council owned venues. Based on this, the amount of assistance sought is \$1,755.00. A copy of the request and the booking confirmation is attached for consideration.

Due to the active role that the Lions Club of Marulan & District Inc. play in the local community, it is recommended that the request be approved, and \$1,755.00 worth of in-kind support be provided to them in the form of a 50% fee waiver for the bookings of the Marulan Hall for their regular activities during the 2024-25 financial year.



Application for Financial Assistance Reduction or Waiver of Council Fees & Charges

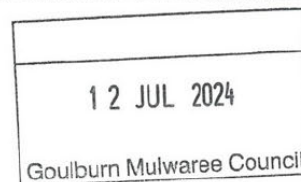
SCANNED

Applicant / Organisation Details

Name:	Marulan & District Lions Club Inc
Address:	
Contact Person:	
Telephone:	
Email Address:	

Amount Applied for (including GST if applicable)

\$ 1755.00 _____



Which Funding Stream are you applying under? (Please select below)

*Financial Assistance for Community Events and/or projects
(See below)*

*Mayor's Discretionary Fund
(See below)*

Please select if the request for a fee waiver or reduction:

Funding Principles:

Funding is available under the following funding streams:

- **Financial Assistance for Community Events, Projects and Representation**
Financial contribution to assist with the cost of a community event and/or project or to assist individuals/groups representing their community.

This stream is made available for:

- Funding requested by community and/or charitable organisations for events that do not satisfy the criteria under the *Event Development Funding Policy*.
- Funding requested by community and/or charitable organisations for projects that add value to the community.
- Financial support requested by members of the community to represent or participate in events (both sporting and cultural) at a national or international level.

Funding under this stream will be capped at \$10,000 and may be in the form of financial contribution, in-kind support or up to 50% fee waiver for Council venue hire.

Application for Financial Assistance
Effective from 19 July 2022 to 30 June 2025

Application for Financial Assistance

Mayor’s Discretionary Fund

Financial assistance available at the discretion of the Mayor to assist with small projects and community initiatives.

This stream will be reserved for donations to charitable and “not for profit” organisations.

▪ **Reduction or Waiver of Council Fees & Charges**

Consistent and equitable assessment of requests for the reduction or waiver of Council fees and charges for the use of Council facilities and / or services provided by Council.

Eligibility

To be eligible for a reduction or waiver the applicant must be considered in at least one of the following categories:

- Charitable organisation
- Be a non-profit organisation and dependent upon amount requested, may be asked to provide audited financial accounts
- Pensioner groups
- Community groups
- Schools and any group/organisation as determined from time to time by Council
- Demonstrate special circumstances as determined by the Chief Executive Officer or Council’s delegated staff

Council **will not** consider applications to waive fees and charges for:

- Any profit-making ventures for commercial entities
- Any activity, event or program that contravenes Council’s existing policies
- The bond associated with the use of Council facilities, (only the waiver of fees for an activity, event or function will be considered)
- Retrospective applications, including refunds

(Refer to the Policy Document for further information on funding criteria)

Priority will be given to –

- Projects/events which support welfare activities
- Projects/events which support the priorities of the various plans adopted by Council
- Projects/events which have not previously received funding
- Areas where there is an obvious and documented community/local need
- Areas where the need is considered greatest

Application for Financial Assistance
Effective from 19 July 2022 to 30 June 2025

Application for Financial Assistance

<p>Description of the Project, Service or Event <i>(attach additional pages if space is insufficient)</i></p> <p>When completing this section please provide as much information as possible including details on the following where applicable:</p> <ul style="list-style-type: none">▪ What identified community need does this project seek to fulfil?▪ If an event, what are the benefits to the Goulburn Mulwaree area e.g. number of visitors▪ Who will benefit from the project/event (include target groups and/or users & attach letters of support if applicable) <p>Our projects to aid our community will assist in keeping our aged involved in events. We seek to fulfill the demiss of isolation and loneliness in the aged & infirm.</p> <p>As Marulan grows, more than ever are the benefits to local businesses and in the city of Goulburn.</p> <p>Between 20-25 people will gain from all of our proposed projects.</p> <p>Beneficiaries will be Local businesses in the L.O.A. Out-of-towners will be encouraged to explore our region to a greater depth.</p> <p>The aged, lonely and isolated of our community are foremost the aim of this proposal.</p>
--

Application for Financial Assistance
Effective from 19 July 2022 to 30 June 2025

Application for Financial Assistance

Financial Information
 For applications seeking funding of **\$5,000** and above, the application **must** be accompanied by financial statements.

Application checklist – Please complete before signing the Declaration

Have you read and understood the guidelines?	✓
Have you completed ALL sections of the application form?	✓
Have you attached ALL relevant supporting information?	✓
Have you included ALL necessary documentation (e.g. Financial information if applicable)?	✓
Has the application be signed	✓
Have you kept a copy of your application for your own records?	✓

Declaration			
I/We certify that, to the best of my/our knowledge, the information of this application is true and correct			
Signature	M.M. Skipper O.A.M	Signature	
Name	MARLENE SKIPPER	Name	
Position	PRESIDENT	Position	

NOTES

- All applications are to be returned to Goulburn Mulwaree Council, Locked Bag 22 Goulburn NSW 2580
- **Incomplete applications or applications with insufficient information will not be accepted.**

Council collects personal information only for a lawful purpose that is directly related to Council's functions and activities. Council is required under the Privacy and Personal Information Protection Act 1998 (PPIA) to collect, maintain and use your personal information in accordance with the Privacy Principles and other relevant requirements of the PPIPA. For further information or clarification please contact Council's Governance Office or refer to Council's Privacy Management Policy at www.goulburn.nsw.gov.au

Application for Financial Assistance
 Effective from 19 July 2022 to 30 June 2025

Booking Quote 5434



Locked Bag No. 22
GOULBURN NSW 2580

09 Jul 2024

LIONS CLUB OF MARULAN DISTRICT INC
MARLENE SKIPPER
PO BOX 69
MARULAN NSW 2579

Dear Marlene,

Subject: Booking Enquiry & Quote

Please find below the details and quote for your booking enquiry.

Booking particulars

Booking Reference Number	78396 to 78448 inclusive
Event Description	Marulan Lions Club Seniors Group
Booking Status	Confirmed
Phone number on file	

Booking Details

Facility Booked	Date	From	To	Charges (inc GST)
Marulan Hall Supper Room only	01 Jul 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	08 Jul 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	15 Jul 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	22 Jul 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	29 Jul 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	05 Aug 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	12 Aug 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	19 Aug 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	26 Aug 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	02 Sep 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	09 Sep 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	16 Sep 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	23 Sep 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	30 Sep 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	07 Oct 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	14 Oct 2024	12:00 PM	05:00 PM	\$30.00

Booking Quote 5434

Marulan Hall Supper Room only	21 Oct 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	28 Oct 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	04 Nov 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	11 Nov 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	18 Nov 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	25 Nov 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	02 Dec 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	09 Dec 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	16 Dec 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	23 Dec 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	30 Dec 2024	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	06 Jan 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	13 Jan 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	20 Jan 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	27 Jan 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	03 Feb 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	10 Feb 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	17 Feb 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	24 Feb 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	03 Mar 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	10 Mar 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	17 Mar 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	24 Mar 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	31 Mar 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	07 Apr 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	14 Apr 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	21 Apr 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	28 Apr 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	05 May 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	12 May 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	19 May 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	26 May 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	02 Jun 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	09 Jun 2025	12:00 PM	05:00 PM	\$30.00

Booking Quote 5434

Marulan Hall Supper Room only	16 Jun 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	23 Jun 2025	12:00 PM	05:00 PM	\$30.00
Marulan Hall Supper Room only	30 Jun 2025	12:00 PM	05:00 PM	\$30.00

Total Bookings \$: \$1 590.00

Other Booking Charges

Additional Charges	Qty	Hours	\$ per hour	Charges (inc GST)

Total Additional Charges: \$0.00

GRAND TOTAL GST \$144.69
GRAND TOTAL (inc GST) \$1 590.00

If you have any questions about this booking enquiry or any of Council's facilities, please call me on 02 48234 4444.

Yours faithfully

ANNE RUDELL
 Goulburn Mulwaree Council

Booking Quote 5435



Locked Bag No. 22
GOULBURN NSW 2580

09 Jul 2024

MARULAN LIONS CARD PLAYERS CLUB
TBA
PO BOX 69
MARULAN NSW 2579

Dear Marlene,

Subject: Booking Enquiry & Quote

Please find below the details and quote for your booking enquiry.

Booking particulars

Booking Reference Number	78449 to 78500 inclusive
Event Description	Marulan Lions - Card Players
Booking Status	Confirmed
Phone number on file	

Booking Details

Facility Booked	Date	From	To	Charges (inc GST)
Marulan Hall Supper Room only	03 Jul 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	10 Jul 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	17 Jul 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	24 Jul 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	31 Jul 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	07 Aug 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	14 Aug 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	21 Aug 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	28 Aug 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	04 Sep 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	11 Sep 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	18 Sep 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	25 Sep 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	02 Oct 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	09 Oct 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	16 Oct 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	23 Oct 2024	07:00 PM	09:00 PM	\$30.00

Booking Quote 5435

Marulan Hall Supper Room only	30 Oct 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	06 Nov 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	13 Nov 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	20 Nov 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	27 Nov 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	04 Dec 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	11 Dec 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	18 Dec 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	25 Dec 2024	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	01 Jan 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	08 Jan 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	15 Jan 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	22 Jan 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	29 Jan 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	05 Feb 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	12 Feb 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	19 Feb 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	26 Feb 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	05 Mar 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	12 Mar 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	19 Mar 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	26 Mar 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	02 Apr 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	09 Apr 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	16 Apr 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	23 Apr 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	30 Apr 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	07 May 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	14 May 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	21 May 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	28 May 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	04 Jun 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	11 Jun 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	18 Jun 2025	07:00 PM	09:00 PM	\$30.00
Marulan Hall Supper Room only	25 Jun 2025	07:00 PM	09:00 PM	\$30.00

Booking Quote 5435

Total Bookings \$: \$1 560.00

Other Booking Charges

Additional Charges	Qty	Hours	\$ per hour	Charges (inc GST)

Total Additional Charges: \$0.00

GRAND TOTAL GST \$141.96
GRAND TOTAL (inc GST) \$1 560.00

If you have any questions about this booking enquiry or any of Council's facilities, please call me on 02 4823 4444.

Yours faithfully

ANNE RUDELL
 Goulburn Mulwaree Council

Booking Quote 5436



Locked Bag No. 22
GOULBURN NSW 2580

09 Jul 2024

LIONS CLUB OF MARULAN DISTRICT INC
TBA
PO BOX 69
MARULAN NSW 2579

Dear Marlene,

Subject: Booking Enquiry & Quote

Please find below the details and quote for your booking enquiry.

Booking particulars

Booking Reference Number	78504 to 78552 inclusive
Event Description	Marulan Lions Club
Booking Status	Confirmed
Phone number on file	

Booking Details

Facility Booked	Date	From	To	Charges (inc GST)
Marulan Hall Supper Room only	23 Jul 2024	04:00 PM	08:30 PM	\$30.00
Marulan Hall Supper Room only	27 Aug 2024	04:00 PM	08:30 PM	\$30.00
Marulan Hall Supper Room only	24 Sep 2024	04:00 PM	08:30 PM	\$30.00
Marulan Hall Supper Room only	22 Oct 2024	04:00 PM	08:30 PM	\$30.00
Marulan Hall Supper Room only	26 Nov 2024	04:00 PM	08:30 PM	\$30.00
Marulan Hall Supper Room only	24 Dec 2024	04:00 PM	08:30 PM	\$30.00
Marulan Hall Supper Room only	28 Jan 2025	04:00 PM	08:30 PM	\$30.00
Marulan Hall Supper Room only	25 Feb 2025	04:00 PM	08:30 PM	\$30.00
Marulan Hall Supper Room only	25 Mar 2025	04:00 PM	08:30 PM	\$30.00
Marulan Hall Supper Room only	22 Apr 2025	04:00 PM	08:30 PM	\$30.00
Marulan Hall Supper Room only	27 May 2025	04:00 PM	08:30 PM	\$30.00
Marulan Hall Supper Room only	24 Jun 2025	04:00 PM	08:30 PM	\$30.00

Total Bookings \$: \$360.00
GRAND TOTAL GST \$32.76
GRAND TOTAL (inc GST) \$360.00

Yours faithfully

ANNE RUDELL
Goulburn Mulwaree Council

15.9 REQUEST FOR FINANCIAL ASSISTANCE - ROTARY CLUB OF GOULBURN

Author: Director Corporate & Community Services

Authoriser: Aaron Johansson, Chief Executive Officer

- Attachments:**
1. **Application for Financial Assistance - Rotary Club of Goulburn Inc.**

 2. **Booking Quote 4904** 

Link to Community Strategic Plan:	CSP Strategy C02 – Encourage and facilitate active and creative participation in community life.
Cost to Council:	Funds are available in the budget for donations made under the Financial Assistance Policy. There is a budget of \$80,000 for grants issued under this policy in the 2024/25 Financial Year. Approval of the recommendations contained within this Business Paper would leave a remaining amount of \$57,599 for future contributions.
Use of Reserve Funds:	Not applicable. Budgeted amount funded from revenue.

RECOMMENDATION

That

1. The report from the Director Corporate & Community Services on the Request for Financial Assistance – Rotary Club of Goulburn be received.
2. Council provides in-kind support of \$1,330.00 (inc. GST), representing 50% of the quoted fees for the use of the Peden Pavilion at the Recreation Area and 100% of the amenity cleaning fees to be funded via transfer from the Financial Assistance and Reduction or Waiver of Council Fees & Charges Policy budget.

BACKGROUND

At its meeting on 21 June 2022, Council adopted the new Financial Assistance and Reduction or Waiver of Council Fees & Charges Policy. Under this Policy, applications seeking funding for amounts greater than \$1,000 are reported to Council for approval.

REPORT

The Rotary Club of Goulburn are seeking financial assistance in the form of “in-kind” support for the use of the Peden Pavilion at the Goulburn Recreation Area for the Goulburn Rotary Book Fair to be held from 8th October to 20th October 2024.

The Goulburn Rotary Book Fair has been operating for many years and is one of the Goulburn Rotary Club’s annual fundraising events. All funds raised to towards Rotary charities and projects.

A copy of their application and a quote for hire fees is attached to this report.

Given the benefit that this event provides to the community it is recommended that \$1,330 “in-kind” support be approved in accordance with the Financial Assistance and Reduction or Waiver of Council Fees & Charges Policy.

The amount is made up as follows:

- \$920 50% of the venue hire fees
- \$410 100% of the amenity cleaning fees



Application for Financial Assistance Reduction or Waiver of Council Fees & Charges

Applicant / Organisation Details

Name:	Rotary Club of Goulburn Inc
Address:	
Contact Person:	
Telephone:	
Email Address:	

Amount Applied for (including GST if applicable)

\$ \$1,330 (50% fee + 100% cleaning)

Which Funding Stream are you applying under? (Please select below)

*Financial Assistance for Community Events and/or projects
(See below)*

*Mayor's Discretionary Fund
(See below)*

Please select if the request for a fee waiver or reduction:

Funding Principles:

Funding is available under the following funding streams:

- **Financial Assistance for Community Events, Projects and Representation**
Financial contribution to assist with the cost of a community event and/or project or to assist individuals/groups representing their community.

This stream is made available for:

- Funding requested by community and/or charitable organisations for events that do not satisfy the criteria under the *Event Development Funding Policy*.
- Funding requested by community and/or charitable organisations for projects that add value to the community.
- Financial support requested by members of the community to represent or participate in events (both sporting and cultural) at a national or international level.

Funding under this stream will be capped at \$10,000 and may be in the form of financial contribution, in-kind support or up to 50% fee waiver for Council venue hire.

Application for Financial Assistance

Mayor’s Discretionary Fund

Financial assistance available at the discretion of the Mayor to assist with small projects and community initiatives.

This stream will be reserved for donations to charitable and “not for profit” organisations.

▪ **Reduction or Waiver of Council Fees & Charges**

Consistent and equitable assessment of requests for the reduction or waiver of Council fees and charges for the use of Council facilities and / or services provided by Council.

Eligibility

To be eligible for a reduction or waiver the applicant must be considered in at least one of the following categories:

- Charitable organisation
- Be a non-profit organisation and dependent upon amount requested, may be asked to provide audited financial accounts
- Pensioner groups
- Community groups
- Schools and any group/organisation as determined from time to time by Council
- Demonstrate special circumstances as determined by the Chief Executive Officer or Council’s delegated staff

Council **will not** consider applications to waive fees and charges for:

- Any profit-making ventures for commercial entities
- Any activity, event or program that contravenes Council’s existing policies
- The bond associated with the use of Council facilities, (only the waiver of fees for an activity, event or function will be considered)
- Retrospective applications, including refunds

(Refer to the Policy Document for further information on funding criteria)

Priority will be given to –

- Projects/events which support welfare activities
- Projects/events which support the priorities of the various plans adopted by Council
- Projects/events which have not previously received funding
- Areas where there is an obvious and documented community/local need
- Areas where the need is considered greatest

Application for Financial Assistance
Effective from 19 July 2022 to 30 June 2025

Application for Financial Assistance

Other Grant Funding

Please provide details of funding received from other sources either approved or pending.

In-kind support provided by Goulburn AP&H Society through provision of tables and use of forklift for the event. Nil other funding received.

Application for Financial Assistance
Effective from 19 July 2022 to 30 June 2025

Page 3 of 5

Description of the Project, Service or Event *(attach additional pages if space is insufficient)*

When completing this section please provide as much information as possible including details on the following where applicable:

- What identified community need does this project seek to fulfil?
- If an event, what are the benefits to the Goulburn Mulwaree area e.g. number of visitors
- Who will benefit from the project/event (include target groups and/or users & attach letters of support if applicable)

The Rotary Club of Goulburn annual charity Book Fair has been operating for many years, as one of Goulburn Rotary Club's annual fundraising events.

With a focus on second hand book sales, the Book Fair provides the local community and visitors access to a wide range of second hand literature at a very low price. 10s of thousands of books are sold each year, assisting with literacy and enjoyment of reading in the community.

The Peden Pavillion provides an accessible and large venue to hold this highly anticipated annual event, with the last two years in this venue being the most successful to date.

All funds raised go towards Rotary charities and projects.

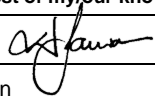
Application for Financial Assistance

Financial Information

For applications seeking funding of **\$5,000** and above, the application **must** be accompanied by financial statements.

Application checklist – Please complete before signing the Declaration

- Have you read and understood the guidelines?
- Have you completed ALL sections of the application form?
- Have you attached all relevant supporting information?
- Have you included ALL Financial Information if applicable?
- Has the application been signed?
- Have you kept a copy of your application for your own records?

Declaration			
I/We certify that, to the best of my/our knowledge, the information of this application is true and correct			
Signature		Signature	
Name	Wally Lawson	Name	
Position	Secretary	Position	

NOTES

- All applications are to be returned to Goulburn Mulwaree Council, Locked Bag 22 Goulburn NSW 2580
- **Incomplete applications or applications with insufficient information will not be accepted.**

Council collects personal information only for a lawful purpose that is directly related to Council’s functions and activities. Council is required under the Privacy and Personal Information Protection Act 1998 (PPIA) to collect, maintain and use your personal information in accordance with the Privacy Principles and other relevant requirements of the PPIPA. For further information or clarification please contact Council’s Governance Office or refer to Council’s Privacy Management Policy at www.goulburn.nsw.gov.au

Application for Financial Assistance
 Effective from 19 July 2022 to 30 June 2025

Booking Quote 4904



Locked Bag No. 22
GOULBURN NSW 2580

25 Jul 2024

ROTARY CLUB OF GOULBURN

Subject: Booking Enquiry & Quote

Please find below the details and quote for your booking enquiry.

Booking particulars

Booking Reference Number	72960 to 72972 inclusive
Event Description	Rotary Book Fair
Booking Status	Confirmed
Phone number on file	

Booking Details

Facility Booked	Date	From	To	Charges (inc GST)
Area P Pavilion only	08 Oct 2024	08:00 AM	08:00 PM	\$0.00
Area P Pavilion only	09 Oct 2024	08:00 AM	08:00 PM	\$0.00
Area P Pavilion only	10 Oct 2024	08:00 AM	08:00 PM	\$0.00
Area P Pavilion only	11 Oct 2024	08:00 AM	08:00 PM	\$0.00
Area P Pavilion only	12 Oct 2024	08:00 AM	08:00 PM	\$230.00
Area P Pavilion only	13 Oct 2024	08:00 AM	08:00 PM	\$230.00
Area P Pavilion only	14 Oct 2024	08:00 AM	08:00 PM	\$230.00
Area P Pavilion only	15 Oct 2024	08:00 AM	08:00 PM	\$230.00
Area P Pavilion only	16 Oct 2024	08:00 AM	08:00 PM	\$230.00
Area P Pavilion only	17 Oct 2024	08:00 AM	08:00 PM	\$230.00
Area P Pavilion only	18 Oct 2024	08:00 AM	08:00 PM	\$230.00
Area P Pavilion only	19 Oct 2024	08:00 AM	08:00 PM	\$230.00
Area P Pavilion only	20 Oct 2024	08:00 AM	08:00 PM	\$0.00

Total Bookings \$: \$1 840.00

Other Booking Charges

Additional Charges	Qty	Hours	\$ per hour	Charges (inc GST)
Recreation Area Amenity Cleaning	2		\$205.00	\$410.00

Total Additional Charges: \$410.00

GRAND TOTAL GST \$204.55
GRAND TOTAL (inc GST) \$2 250.00

If you have any questions about this booking enquiry or any of Council's facilities, please contact 02 4823 4444.

15.10 REQUEST FOR FINANCIAL ASSISTANCE - GOULBURN DISTRICT HISTORICAL & GENEALOGICAL SOCIETY INC.

Author: Director Corporate & Community Services

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. **Application for Financial Assistance - Goulburn District Historical & Genealogical Society Inc.** [↓](#) 

Link to Community Strategic Plan:	12. Our Community CO2 Encourage and facilitate active and creative participation in community life.
Cost to Council:	Funds are available in the budget for donations made under the Financial Assistance Policy. There is a budget of \$80,000 for grants issued under this policy in the 2024/25 financial year. Approval of the recommendations contained within this Business Paper would leave a remaining amount of \$57,599 for future contributions.
Use of Reserve Funds:	Not Applicable. Budgeted amount funded from revenue

RECOMMENDATION

That

1. The report of the Director of Corporate & Community Services on a Request for Financial Assistance from the Goulburn District Historical & Genealogical Society Inc. be received.
2. Council approves a cash donation of \$1,500 to the Goulburn District Historical & Genealogical Society for the Bicentennial Commemoration of the 1824 Hume and Hovell Expedition to be paid from the Financial Assistance, Reduction or Waiver of Council Fees & Charges budget.

BACKGROUND

At its meeting on 21 June 2022, Council adopted the new Financial Assistance and Reduction or Waiver of Council Fees & Charges Policy. Under this Policy, applications seeking funding for amounts greater than \$1,000 are reported to Council for approval.

REPORT

A request has been received from the Goulburn District Historical & Genealogical Society Inc. seeking a donation towards the planting of a significant tree and the installation of a plaque for the Bicentennial Commemoration of the 1824 Hume and Hovell Expedition. The amount sought is \$1,500.

On Sunday 13th October 2024 there will be a commemorative event held on the Mulwaree Walking Track beside the Lansdowne Bridge which is in the vicinity of the original expedition campsite in 1824. The event will include the planting of a *Picconia Excessa* which is one of the very few trees cultivated from the 180 year old *Picconia Excessa* originally given to Hamilton Hume by fellow Australian explorer Alexander Berry in 1840. The original tree was planted by Hume at his home near Yass and continues to thrive today.

Given that this event highlights a significant part of Goulburn’s colonial beginnings and can enhance the community’s understanding of the history of the expedition, it is recommended that Council support this event with the provision of a \$1,500 cash donation paid from the Financial Assistance, Reduction or Waiver of Council Fees & Charges budget.

A copy of the application and supporting documents is attached for your consideration.



Application for Financial Assistance Reduction or Waiver of Council Fees & Charges

Applicant / Organisation Details

Name:	Goulburn District Historical & Genealogical Society Inc (Histor
Address:	
Contact Person:	
Telephone:	
Email Address:	

Amount Applied for (including GST if applicable)

\$ 1,500 _____

Which Funding Stream are you applying under? (Please select below)

*Financial Assistance for Community Events and/or projects
(See below)*

*Mayor's Discretionary Fund
(See below)*

Please select if the request for a fee waiver or reduction:

Funding Principles:

Funding is available under the following funding streams:

- **Financial Assistance for Community Events, Projects and Representation**
Financial contribution to assist with the cost of a community event and/or project or to assist individuals/groups representing their community.

This stream is made available for:

- Funding requested by community and/or charitable organisations for events that do not satisfy the criteria under the *Event Development Funding Policy*.
- Funding requested by community and/or charitable organisations for projects that add value to the community.
- Financial support requested by members of the community to represent or participate in events (both sporting and cultural) at a national or international level.

Funding under this stream will be capped at \$10,000 and may be in the form of financial contribution, in-kind support or up to 50% fee waiver for Council venue hire.

Application for Financial Assistance

Mayor’s Discretionary Fund

Financial assistance available at the discretion of the Mayor to assist with small projects and community initiatives.

This stream will be reserved for donations to charitable and “not for profit” organisations.

▪ **Reduction or Waiver of Council Fees & Charges**

Consistent and equitable assessment of requests for the reduction or waiver of Council fees and charges for the use of Council facilities and / or services provided by Council.

Eligibility

To be eligible for a reduction or waiver the applicant must be considered in at least one of the following categories:

- Charitable organisation
- Be a non-profit organisation and dependent upon amount requested, may be asked to provide audited financial accounts
- Pensioner groups
- Community groups
- Schools and any group/organisation as determined from time to time by Council
- Demonstrate special circumstances as determined by the Chief Executive Officer or Council's delegated staff

Council **will not** consider applications to waive fees and charges for:

- Any profit-making ventures for commercial entities
- Any activity, event or program that contravenes Council's existing policies
- The bond associated with the use of Council facilities, (only the waiver of fees for an activity, event or function will be considered)
- Retrospective applications, including refunds

(Refer to the Policy Document for further information on funding criteria)

Priority will be given to –

- Projects/events which support welfare activities
- Projects/events which support the priorities of the various plans adopted by Council
- Projects/events which have not previously received funding
- Areas where there is an obvious and documented community/local need
- Areas where the need is considered greatest

Application for Financial Assistance
Effective from 19 July 2022 to 30 June 2025

Application for Financial Assistance

Other Grant Funding

Please provide details of funding received from other sources either approved or pending.

No other grant funding

A large rectangular box, currently empty, intended for providing details of other grant funding.

Application for Financial Assistance
Effective from 19 July 2022 to 30 June 2025



Application for Financial Assistance

Description of the Project, Service or Event *(attach additional pages if space is insufficient)*

When completing this section please provide as much information as possible including details on the following where applicable:

- What identified community need does this project seek to fulfil?
- If an event, what are the benefits to the Goulburn Mulwaree area e.g. number of visitors
- Who will benefit from the project/event (include target groups and/or users & attach letters of support if applicable)

Bicentennial Commemoration of the 1824 Hume and Hovell Expedition

Background

The 1824 exploratory expedition by Hamilton Hume and William Hovell is an important part of Goulburn's colonial history as it was the key to unlocking the agricultural wealth of south eastern Australia. The expedition, which began at Appin, paused on the Mulwaree River where the team camped on 11/12 October 1824. Thence it progressed through uncharted territory south to what became Melbourne.

The Event

The proposed event will be at 11.30am Sunday 13 October 2024 with the planting of a significant tree* (please see attachment) alongside a commemorative plaque, and include brief talks by descendants of the expedition team which included six convicts. One of the speakers, Stuart Hume, is a descendant of Hamilton Hume's brother, and the event is being developed in conjunction with him. The event will incorporate acknowledgement of First Nations custodianship of the land traversed and of which they were dispossessed. The talks will focus more on the "lesser players" of the expedition, especially the convicts whose support undoubtedly helped ensure the arduous expedition's success. Stuart Hume will also talk about Hamilton Hume's positive relationship with local Gundungurra people who taught him his renowned bush skills which enabled him to undertake the expedition. History Goulburn is in consultation with relevant Goulburn Mulwaree Council staff to determine the location of the tree planting. Our preferred site is on the Mulwaree Walking Track beside the Lansdowne Bridge because that is in the vicinity of the expedition's camp site on 11/12 October 1824. Funding is sought for the tree and the plaque.

Community relevance

This event is meaningful and relevant to the Goulburn Mulwaree community because it highlights a significant part of Goulburn's colonial beginnings. The event also seeks to consider the challenges and deprivations endured during such an expedition, rather than the grandeur that is often extolled. Interestingly, the expedition was not government-funded but undertaken purely at the expense of Hume and Hovell.

Events exploring Goulburn's history enhance our community's understanding of Goulburn Mulwaree's identity. With the growth of our population, many community members are unaware of why Goulburn and its community is here. History Goulburn's experience is that many new community members (along with older ones) are curious about all aspects of our local history. This event will increase awareness of the "who, why and what" of Goulburn Mulwaree.

Support for the event has been received from Friends of Goulburn Historic Cemeteries and Stuart Hume, and verbally from Celebrate Goulburn.

Please see attachments for information on the tree and brief biographies of Hume and Hovell.

Application for Financial Assistance
Effective from 19 July 2022 to 30 June 2025


Application for Financial Assistance

Financial Information

For applications seeking funding of **\$5,000** and above, the application **must** be accompanied by financial statements.

Application checklist – Please complete before signing the Declaration

- Have you read and understood the guidelines?
- Have you completed ALL sections of the application form?
- Have you attached all relevant supporting information?
- Have you included ALL Financial Information if applicable?
- Has the application been signed?
- Have you kept a copy of your application for your own records?

Declaration			
I/We certify that		of my/our knowledge, the information of this application is true and correct	
Signature		Signature	
Name		Name	
Position	President	Position	

NOTES

- All applications are to be returned to Goulburn Mulwaree Council, Locked Bag 22 Goulburn NSW 2580
- **Incomplete applications or applications with insufficient information will not be accepted.**

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Application for Financial Assistance
Effective from 19 July 2022 to 30 June 2025



GOULBURN DISTRICT HISTORICAL & GENEALOGICAL SOCIETY INC

ATTACHMENT TO HISTORY GOULBURN APPLICATION

The Tree:

*The tree to be planted is a *Picconia Excesa* which is a rare tree native to the Azores. Its significance is that it has been one of very few cultivated from the 180 year old *Picconia Excessa* that was originally given to Hamilton Hume by fellow Australian explorer Alexander Berry in 1840, and planted by Hume at his home, Cooma Cottage, near Yass. That original tree continues to thrive today. The cultivation of the limited number of seedlings was undertaken by the National Arboretum in collaboration with the National Trust of Australia.

Brief biographies:

Australian-born Hamilton Hume was exploring around this area from 1814, working with the local Gundungurra people to explore the country. Hume was with fellow explorer Meahan who reached Lake Bathurst in 1818 and followed the Mulwaree downstream to the current site of the Goulburn airport. On that journey along the Mulwaree, Hume found the bones of a never identified animal which ultimately led to speculations about Diprotodons and other monsters. Hume was back again in 1820 exploring around the Mulwaree. After returning from the 1824 expedition, Hume settled with his wife at Yass, first at Euralie, then Cooma Cottage where he was a notable breeder of sheep. He died there in 1873

British-born William Hovell's first experience of this district was the expedition, but he returned here to live in 1837, remaining until his death in 1875. Hovell held a number of important positions in Goulburn including as a magistrate, Commissioner for Crown Lands and member of the Hospital Board. He is buried in Goulburn at St Saviour's Cemetery.

30 July 2024

Goulburn Mulwaree Council
Bourke Street
Goulburn NSW 2580

Commemoration of the Bi-Centenary of the Hume and Hovell Expedition 1824

I am writing to support a proposal by History Goulburn to mark the 200th Anniversary of the Hume and Hovell expedition of 1824 to establish an overland route from the Colony in Sydney to the future site of Melbourne Victoria. The expedition was officially commissioned by then Governor Gibbs and consisted of a party of five led by Hamilton Hume and William Hovell. The route taken by the explorers passed through the site of Goulburn, the party camping on the banks of the Mulwaree River on 11/12 October 1824 at the site of Landsdown bridge on their outward bound journey.

The Hume and Hovell expedition was singularly important in opening up south-eastern Australia to future settlement and development. Goulburn's links to the expedition, especially Hamilton Hume, are particularly strong. Early exploration by Hume from 1814 to 1817 was the key to opening up the path to settlement of Goulburn and its surrounding district. His name is today synonymous with the principal route from Sydney to Goulburn.

Goulburn is also the final resting place of William Hovell, co-leader of the expedition and a significant figure in the development of the city after the 1824 expedition. He is buried in the historic Mort Street cemetery.

The broader importance of the 1824 expedition and the contribution it made to Australia's early development in themselves warrant recognition by an appropriate commemorative event. The 100th and 150th anniversaries of the expedition were marked at the time by significant public events in a number of centres such as Albury and Yass as well as Goulburn. The specific and enduring connections between Goulburn and the explorers make commemoration of the bi-centenary even more appropriate.

The community event proposed by History Goulburn offers not only a unique means of marking the importance of the anniversary. It would also provide Goulburn and its community with a lasting and valuable heritage asset in the form of a unique personal link to Hamilton Hume. This would come through the planting of a cultivar from an exceptionally rare species of tree, *Picconia Excelsa*, planted by Hume at his home in Yass in 1840. The cultivar is one of only a very small number commissioned by the National Trust of Australia. Location of one of these in Goulburn would be of considerable botanical interest to the community and visitors to the city.

I strongly support the proposal by History Goulburn to mark the bi-centenary of the Hume and Hovell expedition and its submission to Council for financial support for the event. I consider it not only a highly appropriate celebration which reflects the historical importance of the expedition but also the enduring contribution it will make to the heritage of Goulburn and its community.

Stuart H Hume
Garroorigang Historic Home

Friends of Goulburn Historic Cemeteries



Cemetery Friends

29 July 2024

To: Goulburn Mulwaree Council

Early October 2024 marks the 200th anniversary since the Hume & Hovell expedition camped in the Goulburn vicinity on their way to forge an overland route to the Victorian coastline near present day Melbourne/Geelong.

The Hume Highway now brings tourists to Goulburn and beyond. Hamilton Hume had properties in the Gunning and Yass areas.

William Hovell made his home in Goulburn after the expedition, becoming a magistrate and leading member of the Goulburn society which established this as a thriving town & city. He owned grazing properties in the wider district as well as real estate in the city centre. Goulburn Golf Course is on land Hovell bequeathed to Sydney University. Hovell's family vault is in St Saviour's Cemetery at north Goulburn.

History Goulburn is planning to commemorate the Hume & Hovell expedition.

Our group of volunteers in *Friends of Goulburn Historic Cemeteries* fully support their endeavours and application for a Council financial contribution.

Occasions such as this, are an opportunity to showcase Goulburn's heritage past. Publicity will attract visitors for the commemoration date and into the future, as walkers along the walking track read the plaque.

We look forward to Council's support of this project.

15.11 BUDGET CARRY-OVERS

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

Authoriser: Aaron Johansson, Chief Executive Officer

- Attachments:**
1. Carry-over Summary Report [!\[\]\(8c4dca64662d21542001ca0ed7eeb688_img.jpg\) !\[\]\(3de35c640e7147a3fb61ee393128d2ae_img.jpg\)](#)
 2. Budget Adjustments for Carry-over 2023-24 Q4 [!\[\]\(d1438aeefda19c86ae7477bf1fb30796_img.jpg\) !\[\]\(dc4d2c544087998b6f093f485f5119d7_img.jpg\)](#)
 3. Budget Adjustments for Carry-over 2024-25 CO [!\[\]\(f26ab61dd00ea7e5f19553908ec3fa6b_img.jpg\) !\[\]\(ecf85e064bcd351a8999f71bf3f405e7_img.jpg\)](#)

Link to Community Strategic Plan:	25. Our Civic Leadership CL1 Effect resourceful and respectful leadership and attentive representation of the community.
Cost to Council:	Approved carry-overs will be included in the 2024/25 budget funded from the relevant reserves.
Use of Reserve Funds:	Various

RECOMMENDATION

That

1. The report by the Director Corporate & Community Services on the Budget Carry-overs be received
2. Council approve carry-overs of unspent project funds up to the maximum amounts (totalling \$30,750,085) reflected in the table in Attachment One.
3. Council approve the adjustments to the 2023/24 budget as listed in Attachment Two required to account for the carrying over of these projects
4. Council approve the adjustments to the 2024/25 budget as listed in Attachment Three required to incorporate the carried over projects into the budget

BACKGROUND

To seek Council’s approval to “carry-over” unspent funds from the 2023/24 budget to enable completion of works in the 2024/25 financial year.

REPORT

As part of the end of Financial Year procedures, several projects have been identified for carry-over for completion of works in the 2024/25 financial year. The projects for carry-over are included in the attachments. The amounts included in the attachments are subject to change as the end of year processing continues and represent the maximum amount recommended for carry-over.

The three attachments to this report show:

- a) The maximum amount requested to be carried over for each project, the contract asset created by grant funded work where the grant had not been received and some minor savings in the 2022/23 budget.
- b) All of the budget adjustments that will need to be made to the 2023/24 budget to enable the requested carry-overs to be then included in the 2024/25 budget (“Proposed Budget Amendments – QTR4BUD”).
- c) All of the budget adjustments to the 2024/25 budget to incorporate the carried over works. (“Proposed Budget Amendments – CARRBUD”).

The projects listed include some projects that were to be taken out of a reserve (unrestricted or otherwise) while other projects relate to unexpended grants or contributions.

Where not already in reserve, approved carry-overs will be transferred into a reserve as at 30 June 2024. The projects will then be incorporated into the 2024/25 budget funded from the created reserve. Where funded from a reserve in 2023/24, the budgeted transfer from reserve will not take place and the project will be funded from the same reserve in 2024/25.

The projects listed include several projects that relate to unexpended grants or contributions.

A summary of the carry-overs is as follows:

	General	DWM	Water	Sewer	Total
Operating – Grant Related	1,282,729	0	0	0	1,282,729
Operating – Non-Grant Related	543,915	0	0	0	543,915
Capital - Grant Related	18,835,106	0	0	471,971	19,307,077
Capital – Non-Grant Related	480,272	0	6,933,807	2,202,285	9,616,364
Total maximum carry-over	21,142,022	0	6,933,807	2,674,256	30,750,085

Projected Unrestricted Cash Movement – 2024/25 Budget

The attachment headed “Proposed Budget Amendments – CARRBUD” lists all of the budget adjustments required to process the requested carry-overs in the 2023/24 Budget. The majority of carry-overs have a nil effect on the projected movement in unrestricted cash levels due to them being done via a transfer to and from reserves. The impact on the unrestricted cash levels comes through those projects where the contract asset was raised. For these projects, the revenue has been recognised for the work carried out in 2023/24 but the cash is yet to be received. This is accounted for via a line item in the budget called “Contract Asset Extinguished”. The amounts received should fully reverse the amounts raised as “Contract Assets Created” in previous budgets.

The list of amendments in the attachment also includes changes in the employee costs budget due to employee movements and/or regrades since the original budget was approved in June.

ATTACHMENT 1 - CARRY-OVER SUMMARY REPORT

Project	Description	Carry-Over Amount	Contract Asset	Grant (Y/N)
General Fund				
.00355	21/22 LRCI Footpaths Operating	0	3,460	Y
.00518	25-27 Reg & Local Rd Heavy Patching & Drainage Repairs	836,143	0	Y
.00473	Event Opportunities	15,000	0	N
.00232	Aboriginal Cultural Heritage Study	58,689	0	N
.00357	Marulan Flood Study/Foodplain Risk Mgt Plan (G)	46,500	0	Y
.00495	23-25 Waterworks pumphouse painting	35,400	0	Y
.00497	23/24 Rocky Hill Museum Collection Significance Assessment	5,500	0	Y
.00500	23/24 Rocky Hill War Memorial Virtual Tour Guide	5,940	0	Y
.00507	23-24 Drought Resilience Project Plan Development	55,324	0	Y
.00515	Oct 2024 Spring Youth Holiday Activities - Kangaroo Valley	7,000	0	Y
.00102	Art Gallery	42,025	0	N
.00225	Election Expenses	-1,799	0	N
.00377	Public Art Repairs/Maintenance	5,000	0	N
.00485	Economic Development Strategy	30,000	0	N
.00486	Employment Lands Strategy	70,000	0	N
.00382	Roads Condition Assessment	250,000	0	N
.00502	23-26 Gbn Overland Flooding Risk Study & Management Plan	75,000	0	N
.00367	BLER - Bungonia Village Project	203	144,075	Y
.00467	PAMP Strategy	0	121,977	Y
.00493	23/24 Storm Quality Improvement Devices Audit	187,200	0	Y
.00476	22-25 Youth Investment Program	103,519	0	Y
<i>General Fund - Operational</i>		1,826,644	269,512	
.90046	Goulburn WMC Improvements - New	0	111,193	Y
.90321	Roberts Park Landscaping	0	10,072	Y
.90323	LRCI - Village Projects Capital (G)	0	4,395	Y
.90333	LRCI - Marulan Village Project Capital (G)	0	13,925	Y
.90334	LRCI - Tallong Village Project Capital (G)	0	5,160	Y
.90335	LRCI - Tarago Village Projects Capital (G)	0	5,290	Y
.90001	IT Renewal Assets	20,000	0	N
.90031	18-22 North Gbn Employment Precinct and Roundabout1	2,589,666	0	Y
.90015	Public Art and Street Art	27,727	0	N
.90307	Wollondilly Walking Track - Cemetery St (G)	251,343	1,650,000	Y
.90349	Jerrara Road Upgrade - Blackspot (G)	1,843,353	0	Y
.90437	GRAG - New Gallery Development	1,677	0	Y
.90443	St Clair Villa - Stage 2 Rising Damp	294,493	0	Y
.90367	22-25 Mayfield Road Bridge Replacement	2,071,265	0	Y
.90392	Carr Confoy Pavillion (G)	345,584	0	Y
.90424	Bus Stops Marulan & Lake Bathurst	0	16,100	Y
.90431	Run-o-Waters Second Access	-7,260	0	N
.90446	Ross Whitaker Pavillion Female Facilities Upgrade	0	4,900	Y
.90447	22/23 Eastgrove Shared Pathway	1,900,746	114,254	Y
.90450	Japanese Garden Enhancement Stage 2	445,645	0	Y
.90458	23/24 West Goulburn Freight Route-Clinton Street Upgrade	-58,681	980,780	Y
.90496	24-25 New Bus Shelters at Middle Arm Rd & Lambert Drive	34,500	0	Y
.90017	Art Gallery - P&E Renewal	4,708	0	N
.90196	Civic Centre Renewal - Air Conditioner	136,240	0	N
.90366	Marulan Pre-School Asbestos Removal	49,050	0	N
.90471	GPAC Grid Floor	249,807	0	N
.90474	23/24 Howitzer Conservation (Rocky Hill)	5,695	0	Y
.90441	Bladwell Park Infrastructure Upgrade	39,093	36,593	Y
.90114	Urban Resealing	0	102,105	Y
.90370	Village Footpaths - LRCI3 (G)	0	8,774	Y
.90475	2024 New Footpaths in Goulburn & Tarago	0	-10,837	Y
.90497	24 Safer School Bus Access (Boyd St, Tarago) Project 10	24,821	39,167	Y
.90351	BLER - Tallong Village Project - Capital	0	34,940	Y
.00369	BLER - Tarago Village Projects - Operational	0	196	Y
.90352	BLER - Tarago Village Projects - Capital	0	587	Y

ATTACHMENT 1 - CARRY-OVER SUMMARY REPORT

Project	Description	Carry-Over Amount	Contract Asset	Grant (Y/N)
.90350	Deccan Street Rehabilitation - FLR (G)	423,556	470,130	Y
.90439	22-24 Carr Confoy Netball Courts Lighting Upgrade	0	57,360	Y
.90492	24-27 Currawang Rd Pavement & Causeway (Saltpetre Ck) Upg	-1,063	0	Y
.90493	24-26 Currawang Rd Upgrade (P.0089742) - Election Commitm	-2,681	0	Y
.90460	22-25 Eastgrove Sth Sports Field Improved drainage	961,511	0	Y
.90459	23/24 Range Rd Causeway Replacement	657,736	26,886	Y
.90455	22-25 CBD/ South Goulburn Connection Pathway	3,194,363	68,366	Y
.90101	Gravel Resheeting	0	1,303	Y
.90368	Urban Asphalt Program - Queen and Dalley St Intersection	160,000	0	Y
.90372	LRCI 4 Middle Arm Road Rehabilitation	0	193,164	Y
.90378	Carr Confoy Netball Court Resurfacing - SCCF & LRCI(G)	0	189,100	Y
.90440	22/23 Marulan Soccer Fields Lighting/Drainage Upgrade	320,745	0	Y
.90456	Kerb & Gutter (Queen/Dalley Intersection) LRCI4	405,669	19,215	Y
.90438	Riverside Park Amenities & Park Infrastructure	10,267	0	Y
.90425	22-24 GMC Emergency Operations Centre	2,915,803	0	Y
<i>General Fund - Capital</i>		<i>19,315,378</i>	<i>4,153,118</i>	
General Fund - Total		21,142,022	4,422,630	
Domestic Waste Management				
<i>Domestic Waste Management - Capital</i>		<i>0</i>	<i>0</i>	
Domestic Waste Management - Total		0	0	
Water Fund				
<i>Water Fund - Operational</i>		<i>0</i>	<i>0</i>	
.90006	Goulburn WTP Raw Water Augmentation	5,615,672	0	N
.90021	Marulan WTP Renewal	323,385	0	N
.90049	Bradfordville Main Relocation	313,967	0	N
.90070	Goulburn WTP Clarifiers Mechanical Rehabilitation	212,458	0	N
.90075	Rossi - Sooley Pipeline Valves	385,000	0	N
.90076	Treated Water Chlorine Analysis	83,325	0	N
<i>Water Fund - Capital</i>		<i>6,933,807</i>	<i>0</i>	
Water Fund - Total		6,933,807	0	
Waste Water Fund				
.90003	Marulan Pump Station Improvements	268,087	0	N
.90005	Goulburn Mains Rehabilitation	431,691	0	N
.90015	Nth Gbn PS Rising Main-Capacity & Storage	455,178	0	N
.90061	Kenmore Hospital PS Power	174,263	0	N
.90066	The Avenue Repair Works	450,502	0	N
.90008	Marulan WWTP - Renewal	209,617	0	N
.90067	Goulburn WWTP Extension	212,947	0	N
.90026	SN Growing Local Economies Common St (G)	471,971	0	Y
<i>Waste Water Fund - Capital</i>		<i>2,674,256</i>	<i>0</i>	
Waste Water Fund - Total		2,674,256	0	
Total - All Funds		30,750,085	4,422,630	
Grant Funded Programs - Total		20,589,806		

Proposed Budget Amendments - QTR4BUD

Account Number	Project Description	Natural Account Description	Actuals - 24PJACT	Current Budget - 24PJQ3	Proposed Budget - 24PJQ4	Amendment	Comment
Entity: 10 - General Fund							
WIP Account: 16000 - WIP Works							
190369100141566	Creative Capital Funding - GPAC (G)	21/22 Creative Capital- Minor Works and Equipment Round 1	-48,980	0	-48,980	-48,980	Q4.ADJ.12 Add budget to match income received in 23/24.
190003802560205	Contingency	Materials - General	0	8,896	0	-8,896	Q4.ADJ.15 Take out unspent budget for project from the 23/24 financial year.
190017139076000	Art Gallery - P&E Renewal	Transfer to Internal Reserves	4,708	0	4,708	4,708	Q4.ADJ.16 Adjust budget to match actual expenditure and project underspend in 23/24.
190017802560205	Art Gallery - P&E Renewal	Materials - General	4,050	9,000	4,050	-4,950	
190017802576500	Art Gallery - P&E Renewal	Job Cost Expense	242	0	242	242	Q4.ADJ.18 Adjust budget to match actual expenditure and project underspend in 23/24.
190037139074000	Replacement Bins & Lifters	Transfer from Internal Reserves	-55,250	-66,000	-55,250	10,750	
190037802560205	Replacement Bins & Lifters	Materials - General	77,160	96,000	77,160	-18,840	Q4.ADJ.19 Adjust budget to reallocate transfer from reserve for WMC RUG
190037802560306	Replacement Bins & Lifters	Contracts - Freight	3,180	0	3,180	3,180	
190044139074000	Goulburn WMC Drilling Mud Facilities	Transfer from Internal Reserves	0	-1,830,595	0	1,830,595	Q4.ADJ.20 Increase transfer from internal reserve (38189) by \$5400 to account for project overspend.
190046139074000	Goulburn WMC Drilling Mud Facilities	Transfer from Internal Reserves	-2,776,956	-946,361	-2,776,956	-1,830,595	
190051139074000	Plant & Equipment - Aquatic Centre	Transfer from Internal Reserves	-11,875	-6,475	-11,875	-5,400	Q4.ADJ.21 Remove Transfer to reserves and match actual expenditure for 23/24.
190051801560302	Plant & Equipment - Aquatic Centre	Contracts - Tendered Work	31,875	0	31,875	31,875	
190128139076000	St Lighting and Traffic facilities	Transfer to Internal Reserves	0	25,500	0	-25,500	Q4.ADJ.23 Increase transfer from reserves to account for project overspend.
190128801560205	St Lighting and Traffic facilities	Materials - General	18,350	0	18,350	18,350	
190128801560302	St Lighting and Traffic facilities	Contracts - Tendered Work	0	17,251	0	-17,251	Q4.ADJ.24 Match expenditure and move it to project 190307 in 24/25 as part of the April 24 resolution for WWT Cemetery St (Q4.CO.27).
190128801561900	St Lighting and Traffic facilities	Other Expenses	1,086	0	1,086	1,086	
190128801576200	St Lighting and Traffic facilities	Internal - Plant Hire Charge	0	2,059	0	-2,059	Q4.ADJ.25 Move unspent budget from projects 100184, 214-6 to cover the overspend on project 190375 in 23/24 as requestd by Malik Ahmed.
190128801576500	St Lighting and Traffic facilities	Job Cost Expense	0	5,690	0	-5,690	
190265139074000	Drainage General Rural	Transfer from Internal Reserves	-106,491	-94,908	-106,490	-11,582	Q4.ADJ.26 Increase LRCI 3 budget received to match the actual income received in 23/24.
190265801560205	Drainage General Rural	Materials - General	2,268	0	2,268	2,268	
190265801560302	Drainage General Rural	Contracts - Tendered Work	104,222	94,908	104,222	9,314	Q4.ADJ.27 Add budget required to extinguish the contract asset in 23/24.
190312139074000	Copford Reach Improvements	Transfer from Internal Reserves	0	-98,200	0	98,200	
190312139076000	Copford Reach Improvements	Transfer to Internal Reserves	25,510	0	25,510	25,510	
190312801560205	Copford Reach Improvements	Materials - General	1,842	0	1,842	1,842	
190312801560302	Copford Reach Improvements	Contracts - Tendered Work	483	198,200	483	-197,717	
190375100146012	Highland Way - RRBG/RRRP 22/23	23/24 Regional Roads Block Grant - Operating	0	0	-7,202	-7,202	
190375100146013	Highland Way - RRBG/RRRP 22/23	23/24 Regional Roads Block Grant - Traffic (Operating)	0	0	-128,374	-128,374	
190375801560205	Highland Way - RRBG/RRRP 22/23	Materials - General	9,088	75,000	9,088	-65,912	
190375801560302	Highland Way - RRBG/RRRP 22/23	Contracts - Tendered Work	602,495	314,750	501,717	186,967	
190375801576200	Highland Way - RRBG/RRRP 22/23	Internal - Plant Hire Charge	31	2,250	31	-2,219	
190375801576500	Highland Way - RRBG/RRRP 22/23	Job Cost Expense	24,740	8,000	24,740	16,740	
190113100141618	Rural Resealing	LRCI Phrase 3 - Roads (Other Cap)	-19,955	0	-19,955	-19,955	
190426100141606	Goulburn Waterworks - Access Inclusion RTAF	2122 Regional Tourism Activation Fund	70,627	0	70,627	70,627	

Proposed Budget Amendments - QTR4BUD

Account Number	Project Description	Natural Account Description	Actuals - 24PJACT	Current Budget - 24PJQ3	Proposed Budget - 24PJQ4	Amendment	Comment
190215139074001	RHL Brayton Rd - Gunlake Sec 94	Transfer from Developer Contributions	-13,001	0	-12,862	-12,862	
190215800560302	RHL Brayton Rd - Gunlake Sec 94	Contracts - Tendered Work	12,862	0	12,862	12,862	Q4.ADJ.3 Transfer funds from the s94 gunlake reserve to conduct a culvert suitability investigation and pavement assessment and design review on Brayton & Ambrose Rds
190216139074001	RHL Ambrose Rd - Gunlake Sec 94	Transfer from Developer Contributions	-10,638	0	-10,638	-10,638	
190216801560302	RHL Ambrose Rd - Gunlake Sec 94	Contracts - Tendered Work	10,638	0	10,638	10,638	
190464100146001	Carr Confoy Cricket Patches & Practice Fac Refurb	22/23 Natural Disaster Recovery Fund - Cricket Australia	-30,000	-27,000	-30,000	-3,000	Q4.ADJ.30 Adjust budget for Cricket Patches & Practice Refurb Grant to recognise Council contribution
190464801560302	Carr Confoy Cricket Patches & Practice Fac Refurb	Contracts - Tendered Work	0	27,000	37,000	10,000	
190430801060302	Wollondilly River Rejuvenation Project	Contracts - Tendered Work	71,760	79,891	71,760	-8,131	Q4.ADJ.4 Adjust budget for acquitted project to account for underspend and to finalise the project
190430801560302	Wollondilly River Rejuvenation Project	Contracts - Tendered Work	0	3,300	0	-3,300	
190430801576500	Wollondilly River Rejuvenation Project	Job Cost Expense	2,402	0	2,186	2,186	
190430802060302	Wollondilly River Rejuvenation Project	Contracts - Tendered Work	0	4,000	0	-4,000	
190430802076500	Wollondilly River Rejuvenation Project	Job Cost Expense	4,490	0	4,490	4,490	
190031100141548	18-22 North Gbn Employment Precinct and Roundabout1	2018-2022 Growing Local Economies (G) (190031 only)	-2,626,757	-4,936,096	-2,626,757	2,309,339	Q4.CO.18 Reduce budget to account for project underspend and carry over the unspent funds to 24/25.
190031139074000	18-22 North Gbn Employment Precinct and Roundabout1	Transfer from Internal Reserves	0	-694,861	0	694,861	
190031139074001	18-22 North Gbn Employment Precinct and Roundabout1	Transfer from Developer Contributions	0	-154,183	0	154,183	
190031800560302	18-22 North Gbn Employment Precinct and Roundabout1	Contracts - Tendered Work	1,968	0	1,968	1,968	
190031801560302	18-22 North Gbn Employment Precinct and Roundabout1	Contracts - Tendered Work	2,496,272	5,784,539	2,496,272	-3,288,267	
190031801561900	18-22 North Gbn Employment Precinct and Roundabout1	Other Expenses	86,056	0	86,056	86,056	
190031801576500	18-22 North Gbn Employment Precinct and Roundabout1	Job Cost Expense	781	0	781	781	
190031802076500	18-22 North Gbn Employment Precinct and Roundabout1	Job Cost Expense	1,248	0	1,248	1,248	

Proposed Budget Amendments - QTR4BUD

Account Number	Project Description	Natural Account Description	Actuals - 24PJACT	Current Budget - 24PJQ3	Proposed Budget - 24PJQ4	Amendment	Comment
190046100141556	Goulburn WMC Improvements - New	21/22 Local Roads & Community Infrastructure Phrase 2	-212,769	-212,768	-220,467	-7,699	Q4.CO.2 - Adjust Contract Assets due to be extinguished for LRCI and final payment not expected until early 24/25.
190046805515206	Goulburn WMC Improvements - New	Contract Asset Created	283,495	0	111,193	111,193	
190321139074002	Roberts Park Landscaping	Transfer from Unexpended Grants	-195	0	-195	-195	
190321805515207	Roberts Park Landscaping	Contract Asset Extinguished	-195	0	-195	-195	
190321806024352	Roberts Park Landscaping	Contract Liability Extinguished - Cap - Commonwealth	195	0	195	195	
190322100141556	Wollondilly Walking Track Amenities Block (G)	21/22 Local Roads & Community Infrastructure Phrase 2	0	-195	0	195	
190322139074002	Wollondilly Walking Track Amenities Block (G)	Transfer from Unexpended Grants	0	-195	0	195	
190322801560302	Wollondilly Walking Track Amenities Block (G)	Contracts - Tendered Work	0	195	0	-195	
190323805515207	LRCI - Village Projects Capital (G)	Contract Asset Extinguished	0	-4,395	0	4,395	
190333805515206	LRCI - Marulan Village Project Capital (G)	Contract Asset Created	3,465	0	3,465	3,465	
190333805515207	LRCI - Marulan Village Project Capital (G)	Contract Asset Extinguished	0	-10,460	0	10,460	
190334805515207	LRCI - Tallong Village Project Capital (G)	Contract Asset Extinguished	0	-5,160	0	5,160	
190335805515207	LRCI - Tarago Village Projects Capital (G)	Contract Asset Extinguished	0	-5,290	0	5,290	
190015100141900	Public Art and Street Art	Cap Conts - Recreation & Culture	-2,727	0	-2,727	-2,727	Q4.CO.26 Carryover unspent funds to 24/25 financial year as requested by Sarah Ruberto.
190015139076000	Public Art and Street Art	Transfer to Internal Reserves	27,727	25,000	27,727	2,727	
190307139074000	Wollondilly Walking Track - Cemetery St (G)	Transfer from Internal Reserves	-123,710	0	-123,710	-123,710	Q4.CO.27 Adjust budget to account for changes approved in April 24 council meeting and to carryover the contract asset to the 24/25 financial year.
190307139074001	Wollondilly Walking Track - Cemetery St (G)	Transfer from Developer Contributions	-82,566	0	-82,566	-82,566	
190307801560302	Wollondilly Walking Track - Cemetery St (G)	Contracts - Tendered Work	926,629	710,496	926,629	216,133	
190307802560293	Wollondilly Walking Track - Cemetery St (G)	Cap - Land Purchases	1,373	593	1,373	780	
190307802560302	Wollondilly Walking Track - Cemetery St (G)	Contracts - Tendered Work	21	0	21	21	
190307802560309	Wollondilly Walking Track - Cemetery St (G)	Contracts - Land Surveyors	3,600	0	3,600	3,600	
190307802576500	Wollondilly Walking Track - Cemetery St (G)	Job Cost Expense	0	15,000	742	-14,258	
190307805515206	Wollondilly Walking Track - Cemetery St (G)	Contract Asset Created	742,748	250,000	742,748	492,748	
190349100141511	Jerrara Road Upgrade - Blackspot (G)	21/22 Australian Government Blackspot Program	-51,875	-1,895,228	-51,875	1,843,353	Q4.CO.28 Adjust budget to match actual expenditure and to carryover unexpended grant to 24/25 financial year
190349139074002	Jerrara Road Upgrade - Blackspot (G)	Transfer from Unexpended Grants	-51,875	-146,539	-51,875	94,664	
190349801560302	Jerrara Road Upgrade - Blackspot (G)	Contracts - Tendered Work	33,360	1,895,228	33,360	-1,861,868	
190349802060302	Jerrara Road Upgrade - Blackspot (G)	Contracts - Tendered Work	13,955	0	13,955	13,955	
190349802076500	Jerrara Road Upgrade - Blackspot (G)	Job Cost Expense	1,104	0	1,104	1,104	
190349802560302	Jerrara Road Upgrade - Blackspot (G)	Contracts - Tendered Work	3,456	0	3,456	3,456	
190349806024302	Jerrara Road Upgrade - Blackspot (G)	Contract Liability Extinguished - Cap - State	51,875	146,539	51,875	-94,664	
190437139074000	GRAG - New Gallery Development	Transfer from Internal Reserves	-3,323	-5,000	-3,323	1,677	Q4.CO.29 Adjust budget to account for underspend in 23/24 to be carried over in 24/25 to complete the project.
190437801560302	GRAG - New Gallery Development	Contracts - Tendered Work	113,104	115,056	113,104	-1,952	
190437801576500	GRAG - New Gallery Development	Job Cost Expense	275	0	275	275	
190443100141624	St Clair Villa - Stage 2 Rising Damp	20-21 Caring For State Heritage Program	-193	-100,000	-193	99,807	Q4.CO.30 Adjust budget to account for underspend in 23/24 to be carried over in 24/25.
190443139074000	St Clair Villa - Stage 2 Rising Damp	Transfer from Internal Reserves	0	-94,686	0	94,686	
190443139074002	St Clair Villa - Stage 2 Rising Damp	Transfer from Unexpended Grants	0	-50,000	0	50,000	
190443139076002	St Clair Villa - Stage 2 Rising Damp	Transfer to Unexpended Grants	29,807	0	29,807	29,807	
190443801560302	St Clair Villa - Stage 2 Rising Damp	Contracts - Tendered Work	193	294,686	193	-294,493	
190443806024301	St Clair Villa - Stage 2 Rising Damp	Contract Liability Created - Cap - State	-29,807	0	-29,807	-29,807	
190443806024302	St Clair Villa - Stage 2 Rising Damp	Contract Liability Extinguished - Cap - State	0	50,000	0	-50,000	

Proposed Budget Amendments - QTR4BUD

Account Number	Project Description	Natural Account Description	Actuals - 24PJACT	Current Budget - 24PJQ3	Proposed Budget - 24PJQ4	Amendment	Comment
190367100141615	22-25 Mayfield Road Bridge Replacement	2021/22 Fixing Country Bridges	48,795	-1,350,460	48,795	1,399,255	Q4.CO.31 Adjust budget to match actual project expenditure and to create a contract liability to be extinguished in 24/25.
190367100141616	22-25 Mayfield Road Bridge Replacement	2022/23 Bridges Renewal Program	-62,323	-734,333	-62,323	672,010	
190367139074002	22-25 Mayfield Road Bridge Replacement	Transfer from Unexpended Grants	0	-469,260	0	469,260	
190367139076002	22-25 Mayfield Road Bridge Replacement	Transfer to Unexpended Grants	720,805	0	720,805	720,805	
190367800060205	22-25 Mayfield Road Bridge Replacement	Materials - General	26	0	26	26	
190367800060302	22-25 Mayfield Road Bridge Replacement	Contracts - Tendered Work	9,695	250	9,695	9,445	
190367801560302	22-25 Mayfield Road Bridge Replacement	Contracts - Tendered Work	193	2,082,765	193	-2,082,572	
190367802060302	22-25 Mayfield Road Bridge Replacement	Contracts - Tendered Work	0	0	63,663	63,663	
190367802076500	22-25 Mayfield Road Bridge Replacement	Job Cost Expense	63,663	105,000	66,664	-38,336	
190367804060302	22-25 Mayfield Road Bridge Replacement	Contracts - Tendered Work	66,664	25,000	0	-25,000	
190367804060304	22-25 Mayfield Road Bridge Replacement	Contracts - Graphic Design	578	0	578	578	
190367804076200	22-25 Mayfield Road Bridge Replacement	Internal - Plant Hire Charge	164	0	164	164	
190367804076500	22-25 Mayfield Road Bridge Replacement	Job Cost Expense	767	0	767	767	
190367806024301	22-25 Mayfield Road Bridge Replacement	Contract Liability Created - Cap - State	-720,805	0	-720,805	-720,805	
190367806024302	22-25 Mayfield Road Bridge Replacement	Contract Liability Extinguished - Cap - State	0	469,260	0	-469,260	
190392100141573	Carr Confoy Pavillion (G)	21/22 Multi Sports Community Facilities Fund	-84,244	-81,959	-84,244	-2,285	Q4.CO.32 Adjust budget to match actual project expenditure and to create a contract liability to be extinguished in 24/25.
190392139074002	Carr Confoy Pavillion (G)	Transfer from Unexpended Grants	-84,244	-81,959	-84,244	-2,285	
190392802076500	Carr Confoy Pavillion (G)	Job Cost Expense	11,985	11,880	11,775	-105	
190392804060302	Carr Confoy Pavillion (G)	Contracts - Tendered Work	22,012	11,582	22,012	10,430	Q4.CO.33 Transfer unspent grant funds to reserve 38169 to be spent in 24/25.
190424139076002	Bus Stops Marulan & Lake Bathurst	Transfer to Unexpended Grants	0	0	8,000	8,000	
190424801560302	Bus Stops Marulan & Lake Bathurst	Contracts - Tendered Work	39,134	48,000	40,000	-8,000	
190424805515206	Bus Stops Marulan & Lake Bathurst	Contract Asset Created	16,100	0	16,100	16,100	Q4.CO.34 Adjust budget to account for underspend in 23/24 to be carried over in 24/25.
190431139074001	Run-o-Waters Second Access	Transfer from Developer Contributions	-7,260	0	-7,260	-7,260	
190431802560302	Run-o-Waters Second Access	Contracts - Tendered Work	707	0	707	707	
190431802560309	Run-o-Waters Second Access	Contracts - Land Surveyors	6,393	0	6,393	6,393	
190431802560320	Run-o-Waters Second Access	Consultancy Fees	160	0	160	160	Q4.CO.35 Adjust budget to match actual project expenditure and to create a contract asset to be extinguished in 24/25.
190446801560205	Ross Whitaker Basketball Pavillion Female Facilities Upgrade	Materials - General	0	125	0	-125	
190446801560302	Ross Whitaker Basketball Pavillion Female Facilities Upgrade	Contracts - Tendered Work	132,480	163,330	132,480	-30,850	
190446803560302	Ross Whitaker Basketball Pavillion Female Facilities Upgrade	Contracts - Tendered Work	17,992	218	17,992	17,774	
190446805515206	Ross Whitaker Basketball Pavillion Female Facilities Upgrade	Contract Asset Created	4,900	0	4,900	4,900	Q4.CO.36 Adjust budget to match actual project expenditure and to create a contract asset to be extinguished in 24/25.
190447100141612	22/23 Eastgrove Shared Pathway	22/23 Get Active NSW Capital	-79,696	-1,980,442	-79,696	1,900,746	
190447801560302	22/23 Eastgrove Shared Pathway	Contracts - Tendered Work	79,262	1,980,442	79,696	-1,900,746	
190447802076500	22/23 Eastgrove Shared Pathway	Job Cost Expense	13,939	70,000	13,939	-56,061	
190447804076500	22/23 Eastgrove Shared Pathway	Job Cost Expense	301	0	301	301	
190447805515206	22/23 Eastgrove Shared Pathway	Contract Asset Created	79,696	0	79,696	79,696	
190447805515207	22/23 Eastgrove Shared Pathway	Contract Asset Extinguished	0	-34,558	0	34,558	

Proposed Budget Amendments - QTR4BUD

Account Number	Project Description	Natural Account Description	Actuals - 24PJACT	Current Budget - 24PJQ3	Proposed Budget - 24PJQ4	Amendment	Comment
190450100141551	Japanese Garden Enhancement Stage 2	20/21 Building Better Regions Fund Round 5	-144,894	-337,219	-144,894	192,325	Q4.CO.37 Adjust budget to match actual project expenditure and carryover unspent funds to the 24/25 financial year.
190450100141625	Japanese Garden Enhancement Stage 2	22/23 Cross Border Commissioners Infrastructure Fund	-92,871	-180,000	-92,871	87,129	
190450139074000	Japanese Garden Enhancement Stage 2	Transfer from Internal Reserves	-13,719	-180,000	-13,809	166,191	
190450801060302	Japanese Garden Enhancement Stage 2	Contracts - Tendered Work	3,660	0	3,660	3,660	
190450801560302	Japanese Garden Enhancement Stage 2	Contracts - Tendered Work	275,063	752,129	275,063	-477,066	
190450802060302	Japanese Garden Enhancement Stage 2	Contracts - Tendered Work	193	0	193	193	
190450802076500	Japanese Garden Enhancement Stage 2	Job Cost Expense	7,397	15,000	7,397	-7,603	
190450804060302	Japanese Garden Enhancement Stage 2	Contracts - Tendered Work	35,171	0	35,171	35,171	Q4.CO.38 Adjust budget to match actual project expenditure and to create a contract asset to be extinguished in 24/25.
190458100141579	23/24 West Goulburn Freight Route-Clinton Street Upgrade	22/23 Heavy Vehicle Safety and Productivity Program	-1,045,780	-987,098	-1,045,780	-58,682	
19045880060304	23/24 West Goulburn Freight Route-Clinton Street Upgrade	Contracts - Graphic Design	917	0	917	917	
190458801560302	23/24 West Goulburn Freight Route-Clinton Street Upgrade	Contracts - Tendered Work	1,248,819	1,232,975	1,248,819	15,844	
190458802076500	23/24 West Goulburn Freight Route-Clinton Street Upgrade	Job Cost Expense	68,803	26,882	68,803	41,921	
190458805515206	23/24 West Goulburn Freight Route-Clinton Street Upgrade	Contract Asset Created	980,780	0	980,780	980,780	Q4.CO.39 Adjust budget to match actual project expenditure and carryover unspent funds to the 24/25 financial year.
190462100141424	22-24 Rocky Hill Tower Memorial Conservation Project	22/23 Saluting Their Service	-8,500	-132,250	-8,500	123,750	
190462139074002	22-24 Rocky Hill Tower Memorial Conservation Project	Transfer from Unexpended Grants	-8,500	-132,250	-8,500	123,750	
190462801560302	22-24 Rocky Hill Tower Memorial Conservation Project	Contracts - Tendered Work	0	132,250	8,500	-123,750	
190462806024302	22-24 Rocky Hill Tower Memorial Conservation Project	Contract Liability Extinguished - Cap - State	8,500	132,250	8,500	-123,750	Q4.CO.4 Transfer Regional & Local Roads Repair Program funds received upfront to relevant reserves. 24/25 expenditure has been allocated to 36022-23 and unallocated has been allocated to 36014
199903100146014	24-27 Regional Emergency Road Repairs - Unallocated Projects	23/24 Regional Emergency Road Repair Fund - Op	-3,274,116	0	-3,274,116	-3,274,116	
199903139076002	24-27 Regional Emergency Road Repairs - Unallocated Projects	Transfer to Unexpended Grants	0	0	3,274,116	3,274,116	Q4.CO.40 Add budget to account for expenditure and addition of a contract liability in 23/24 to be extinguished in 24/25.
190496100146019	24-25 New Bus Shelters at Middle Arm Rd & Lambert Drive	23/24 Community Passengers Transport Infrastructure Program	-5,500	0	-5,500	-5,500	
190496139076002	24-25 New Bus Shelters at Middle Arm Rd & Lambert Drive	Transfer to Unexpended Grants	14,500	0	14,500	14,500	
190496801560302	24-25 New Bus Shelters at Middle Arm Rd & Lambert Drive	Contracts - Tendered Work	5,500	0	5,500	5,500	
190496806024301	24-25 New Bus Shelters at Middle Arm Rd & Lambert Drive	Contract Liability Created - Cap - State	-14,500	0	-14,500	-14,500	
190196139076000	Civic Centre Renewal - Air Conditioner	Transfer to Internal Reserves	136,240	0	136,240	136,240	Q4.CO.49 Adjust budget to match actuals and carryover unspent budget from 23/24 into 24/25.
190196802560205	Civic Centre Renewal - Air Conditioner	Materials - General	560	0	560	560	
190196802560302	Civic Centre Renewal - Air Conditioner	Contracts - Tendered Work	3,200	140,000	3,200	-136,800	
190309139076000	Hetherington Street Depot Improvements	Transfer to Internal Reserves	100,000	0	100,000	100,000	Q4.CO.50 Move unspent funds to internal reserve to be spent in 24/25.
190309801560302	Hetherington Street Depot Improvements	Contracts - Tendered Work	0	100,000	0	-100,000	

Proposed Budget Amendments - QTR4BUD

Account Number	Project Description	Natural Account Description	Actuals - 24PJACT	Current Budget - 24PIQ3	Proposed Budget - 24PIQ4	Amendment	Comment
190366139074000	Marulan Pre-School Asbestos Removal	Transfer from Internal Reserves	0	-49,050	0	49,050	Q4.CO.51 Carryover project budget to be spent in the 24/25 financial year.
190366801560302	Marulan Pre-School Asbestos Removal	Contracts - Tendered Work	0	49,050	0	-49,050	
190471139076000	GPAC Grid Floor	Transfer to Internal Reserves	0	0	249,807	249,807	Q4.CO.52 Adjust budget to match actuals and carryover unspent funds to 24/25 financial year.
190471801560302	GPAC Grid Floor	Contracts - Tendered Work	0	250,000	0	-250,000	
190471804060302	GPAC Grid Floor	Contracts - Tendered Work	193	0	193	193	
190474139074000	23/24 Howitzer Conservation (Rocky Hill)	Transfer from Internal Reserves	-16,305	-22,000	-16,305	5,695	Q4.CO.53 Adjust budget to match actuals and carryover unspent funds to 24/25 financial year.
190474801560302	23/24 Howitzer Conservation (Rocky Hill)	Contracts - Tendered Work	16,305	22,000	16,305	-5,695	
190441100141408	Bladwell Park Infrastructure Upgrade	22/23 Stronger Country Communities Fund Round 5	-252,300	-290,300	-252,614	37,686	Q4.CO.54 Adjust budget to match actuals and create a contract asset for expenditure greater than funding received to be extinguished in 24/25.
190441801560205	Bladwell Park Infrastructure Upgrade	Materials - General	128,407	0	128,407	128,407	
190441801560300	Bladwell Park Infrastructure Upgrade	Contracts - IT Support/Maintenance	929	0	929	929	
190441801560302	Bladwell Park Infrastructure Upgrade	Contracts - Tendered Work	165,237	333,300	165,237	-168,063	
190441802060302	Bladwell Park Infrastructure Upgrade	Contracts - Tendered Work	529	0	529	529	
190441802076500	Bladwell Park Infrastructure Upgrade	Job Cost Expense	14,934	15,000	14,934	-66	
190441803560302	Bladwell Park Infrastructure Upgrade	Contracts - Tendered Work	578	0	578	578	
190441805515206	Bladwell Park Infrastructure Upgrade	Contract Asset Created	37,686	0	37,686	37,686	
190114100141618	Urban Resealing	LRCI Phrase 3 - Roads (Other Cap)	-100,165	0	-100,165	-100,165	
190114801560302	Urban Resealing	Contracts - Tendered Work	80,168	178,500	80,168	-98,332	
190114805515206	Urban Resealing	Contract Asset Created	96,984	0	96,984	96,984	Q4.CO.55 Adjust budget to match actuals and create a contract asset to be extinguished for the final installment of LRCI 3 expected in 24/25
190114805515207	Urban Resealing	Contract Asset Extinguished	0	-5,166	0	5,166	
190370100141618	Village Footpaths - LRCI3 (G)	LRCI Phrase 3 - Roads (Other Cap)	-157,024	-148,250	-157,024	-8,774	
190370801560302	Village Footpaths - LRCI3 (G)	Contracts - Tendered Work	93,303	84,529	93,303	8,774	
190370805515206	Village Footpaths - LRCI3 (G)	Contract Asset Created	8,774	0	8,774	8,774	
190475100141621	2024 New Footpaths in Goulburn & Tarago	21/22 LRCI Phrase 3 - Recreation & Culture	-147,439	-158,774	-147,439	11,335	
190475801560302	2024 New Footpaths in Goulburn & Tarago	Contracts - Tendered Work	146,939	154,274	146,939	-7,335	
190475802076500	2024 New Footpaths in Goulburn & Tarago	Job Cost Expense	0	4,000	0	-4,000	
190475805515206	2024 New Footpaths in Goulburn & Tarago	Contract Asset Created	147,439	158,774	147,439	-11,335	
190497100141618	24 Safer School Bus Access (Boyd St, Tarago) Project 10	LRCI Phrase 3 - Roads (Other Cap)	-39,169	0	-39,167	-39,167	
190497801560302	24 Safer School Bus Access (Boyd St, Tarago) Project 10	Contracts - Tendered Work	39,167	0	39,167	39,167	Q4.CO.56 Adjust budget to match expenditure and create contract assets and extinguish them in 24/25. Also to
190497805515206	24 Safer School Bus Access (Boyd St, Tarago) Project 10	Contract Asset Created	39,169	0	39,167	39,167	
190351805515207	BLER - Tallong Village Project - Capital	Contract Asset Extinguished	-108,659	-143,599	-108,659	34,940	
190352805515207	BLER - Tarago Village Projects - Capital	Contract Asset Extinguished	-90,046	-105,794	-105,207	587	Q4.CO.58 Adjust budget to match expenditure and create a contract asset for the 21-23 Fixing Local Roads program to be extinguished in 24/25.
190350100141518	Deccan Street Rehabilitation - FLR (G)	2021-2023 Fixing Local Roads	-1,413,673	-943,542	-1,413,674	-470,132	
190350801560302	Deccan Street Rehabilitation - FLR (G)	Contracts - Tendered Work	1,449,171	1,273,360	1,449,171	175,811	Q4.CO.58 Adjust budget to match expenditure and create a contract asset for the 21-23 Fixing Local Roads program to be extinguished in 24/25.
190350801560307	Deccan Street Rehabilitation - FLR (G)	Contracts - Hire	19,296	0	19,296	19,296	
190350801560320	Deccan Street Rehabilitation - FLR (G)	Consultancy Fees	9,655	0	9,655	9,655	
190350801576500	Deccan Street Rehabilitation - FLR (G)	Job Cost Expense	34,363	0	34,363	34,363	
190350805515206	Deccan Street Rehabilitation - FLR (G)	Contract Asset Created	470,130	0	470,130	470,130	

Proposed Budget Amendments - QTR4BUD

Account Number	Project Description	Natural Account Description	Actuals - 24PJACT	Current Budget - 24PJQ3	Proposed Budget - 24PJQ4	Amendment	Comment
190439801560302	22-24 Carr Confoy Netball Courts Lighting Upgrade	Contracts - Tendered Work	282,561	286,630	242,148	-44,482	
190439802076500	22-24 Carr Confoy Netball Courts Lighting Upgrade	Job Cost Expense	4,482	0	4,482	4,482	Q4.CO.59 Adjust budget to match actual expenditure.
190439803560302	22-24 Carr Confoy Netball Courts Lighting Upgrade	Contracts - Tendered Work	40,000	0	40,000	40,000	
190492100146018	24-27 Currawang Rd Pavement & Causeway (Saltpetre Ck) Upgrad	22/23 NSW Betterment Program	-1,063	0	-1,063	-1,063	
190492139076002	24-27 Currawang Rd Pavement & Causeway (Saltpetre Ck) Upgrad	Transfer to Unexpended Grants	1,376,159	0	1,376,159	1,376,159	
190492801560302	24-27 Currawang Rd Pavement & Causeway (Saltpetre Ck) Upgrad	Contracts - Tendered Work	0	0	1,063	1,063	Q4.CO.62 Adjust budget to reflect actuals and account for carryover
190492806024301	24-27 Currawang Rd Pavement & Causeway (Saltpetre Ck) Upgrad	Contract Liability Created - Cap - State	-1,376,159	0	-1,376,159	-1,376,159	
190493100146017	24-26 Currawang Rd Upgrade (P.0089742) - Election Commitment	23/24 NSW Government Election Commitment	-2,681	-100,000	-2,681	97,319	
190493139076002	24-26 Currawang Rd Upgrade (P.0089742) - Election Commitment	Transfer to Unexpended Grants	247,319	150,000	247,319	97,319	
190493800060302	24-26 Currawang Rd Upgrade (P.0089742) - Election Commitment	Contracts - Tendered Work	0	100,000	0	-100,000	Q4.CO.63 Adjust budget to reflect actuals and account for carryover
190493800076500	24-26 Currawang Rd Upgrade (P.0089742) - Election Commitment	Job Cost Expense	2,681	0	2,681	2,681	
190493806024301	24-26 Currawang Rd Upgrade (P.0089742) - Election Commitment	Contract Liability Created - Cap - State	-247,319	-150,000	-247,319	-97,319	
190460100141628	22-25 Eastgrove Sth Sports Field Improved drainage	22/23 Essential Community Sports Assets Program Cap	-38,489	-500,000	-38,489	461,511	
190460139074002	22-25 Eastgrove Sth Sports Field Improved drainage	Transfer from Unexpended Grants	-38,489	-500,000	-38,489	461,511	
190460800060302	22-25 Eastgrove Sth Sports Field Improved drainage	Contracts - Tendered Work	19,230	0	19,230	19,230	
190460801560302	22-25 Eastgrove Sth Sports Field Improved drainage	Contracts - Tendered Work	0	500,000	15,687	-484,313	Q4.CO.64 Adjust budget to reflect actuals and account for carryover
190460802076500	22-25 Eastgrove Sth Sports Field Improved drainage	Job Cost Expense	3,257	0	3,257	3,257	
190460804076500	22-25 Eastgrove Sth Sports Field Improved drainage	Job Cost Expense	315	0	315	315	
190460806024302	22-25 Eastgrove Sth Sports Field Improved drainage	Contract Liability Extinguished - Cap - State	38,489	500,000	38,489	-461,511	
190459100141616	23/24 Range Rd Causeway Replacement	2022/23 Bridges Renewal Program	-47,707	-565,968	-47,707	518,261	
190459139074000	23/24 Range Rd Causeway Replacement	Transfer from Internal Reserves	0	-13,627	0	13,627	
190459800060302	23/24 Range Rd Causeway Replacement	Contracts - Tendered Work	20,370	687,460	20,370	-667,090	
190459800060304	23/24 Range Rd Causeway Replacement	Contracts - Graphic Design	917	0	917	917	
190459800060604	23/24 Range Rd Causeway Replacement	Advertising - Other	193	0	193	193	Q4.CO.65 Adjust budget to reflect actuals and account for carryover
190459800076500	23/24 Range Rd Causeway Replacement	Job Cost Expense	631	0	631	631	
190459802076500	23/24 Range Rd Causeway Replacement	Job Cost Expense	27,613	20,000	27,613	7,613	
190459805515206	23/24 Range Rd Causeway Replacement	Contract Asset Created	26,886	0	26,886	26,886	
190455100141626	22-25 CBD/ South Goulburn Connection Pathway	22/23 Get NSW Active Program	-68,366	-3,217,280	-68,366	3,148,914	
190455801560302	22-25 CBD/ South Goulburn Connection Pathway	Contracts - Tendered Work	46,652	3,152,280	68,366	-3,083,914	Q4.CO.66 Adjust budget for works completed and contract asset created CBD SouthGoulburn Connection Pathway
190455802076500	22-25 CBD/ South Goulburn Connection Pathway	Job Cost Expense	19,551	130,000	19,551	-110,449	
190455805515206	22-25 CBD/ South Goulburn Connection Pathway	Contract Asset Created	68,366	0	68,366	68,366	

Proposed Budget Amendments - QTR4BUD

Account Number	Project Description	Natural Account Description	Actuals - 24PJACT	Current Budget - 24PJQ3	Proposed Budget - 24PJQ4	Amendment	Comment
190101100141614	Gravel Resheeting	23/24 Local Roads & Community Infrastructure Phrase 4 RDS	-88,963	-150,000	-88,963	61,037	Q4.CO.67 Adjust budget to reflect actuals including budget saving and contract asset created.
190101139074000	Gravel Resheeting	Transfer from Internal Reserves	-55,315	-144,775	-55,315	89,460	
190101801560205	Gravel Resheeting	Materials - General	38,378	69,259	38,378	-30,881	
190101801560302	Gravel Resheeting	Contracts - Tendered Work	292,266	415,516	292,266	-123,250	
190101801560305	Gravel Resheeting	Contracts - Marketing	1,028	0	1,028	1,028	
190101801576200	Gravel Resheeting	Internal - Plant Hire Charge	111,967	130,000	111,967	-18,033	
190101801576500	Gravel Resheeting	Job Cost Expense	157,905	152,694	157,905	5,211	
190101805515206	Gravel Resheeting	Contract Asset Created	1,303	0	1,303	1,303	Q4.CO.68 Adjust budget to include contract liability created
190368100141614	Urban Asphalt Program - Queen and Dalley St Intersection	23/24 Local Roads & Community Infrastructure Phrase 4 RDS	0	-160,000	0	160,000	
190368139076002	Urban Asphalt Program - Queen and Dalley St Intersection	Transfer to Unexpended Grants	93,559	0	93,559	93,559	
190368801560302	Urban Asphalt Program - Queen and Dalley St Intersection	Contracts - Tendered Work	0	160,000	0	-160,000	
190368806024301	Urban Asphalt Program - Queen and Dalley St Intersection	Contract Liability Created - Cap - State	-93,559	0	-93,559	-93,559	Q4.CO.69 Adjust budget to include contract asset created
190372805515206	LRCI 4 Middle Arm Road Rehabilitation	Contract Asset Created	193,164	0	193,164	193,164	
190378805515206	Carr Confoy Netball Court Resurfacing - SCCF & LRCI(G)	Contract Asset Created	189,100	0	189,100	189,100	Q4.CO.70 Adjust budget to include contract asset created
190440100141408	22/23 Marulan Soccer Fields Lighting/Drainage Upgrade	22/23 Stronger Country Communities Fund Round 5	-184,146	-423,852	-184,146	239,706	Q4.CO.71 Adjust budget to reflect actuals including extinguishing contract liability.
190440100146011	22/23 Marulan Soccer Fields Lighting/Drainage Upgrade	23/24 Local Roads Community & Infrastructure REC & CULTURE	-113,965	-195,004	-113,965	81,039	
190440139074002	22/23 Marulan Soccer Fields Lighting/Drainage Upgrade	Transfer from Unexpended Grants	-184,146	-337,815	-184,146	153,669	
190440801560302	22/23 Marulan Soccer Fields Lighting/Drainage Upgrade	Contracts - Tendered Work	279,351	606,856	287,280	-319,576	
190440802076500	22/23 Marulan Soccer Fields Lighting/Drainage Upgrade	Job Cost Expense	10,831	12,000	10,831	-1,169	
190440806024302	22/23 Marulan Soccer Fields Lighting/Drainage Upgrade	Contract Liability Extinguished - Cap - State	184,146	337,815	184,146	-153,669	
190456100141614	Kerb & Gutter (Queen/Dalley Intersection) LRCI4	23/24 Local Roads & Community Infrastructure Phrase 4 RDS	-19,215	-424,884	-19,215	405,669	Q4.CO.72 Adjust budget to reflect actuals including budget saving and contract asset created.
190456801560302	Kerb & Gutter (Queen/Dalley Intersection) LRCI4	Contracts - Tendered Work	10,781	288,499	10,781	-277,718	
190456801576200	Kerb & Gutter (Queen/Dalley Intersection) LRCI4	Internal - Plant Hire Charge	0	41,385	0	-41,385	
190456801576500	Kerb & Gutter (Queen/Dalley Intersection) LRCI4	Job Cost Expense	8,434	95,000	8,434	-86,566	
190456805515206	Kerb & Gutter (Queen/Dalley Intersection) LRCI4	Contract Asset Created	19,215	0	19,215	19,215	Q4.CO.73 Adjust Emergency Operations Centre to account for reduced spend in 23/24, which has been added to the carry-over in 24/25
190425100141430	22-24 GMC Emergency Operations Centre	21/22 Black Summer Bushfire Recovery	-298,970	-448,455	-298,970	149,485	
190425801560302	22-24 GMC Emergency Operations Centre	Contracts - Tendered Work	885,636	3,812,635	927,560	-2,885,075	
190425801576200	22-24 GMC Emergency Operations Centre	Internal - Plant Hire Charge	217	29,492	46,689	17,197	
Total - WIP Account: 16000 - WIP Works			745,420	4,720,630	3,987,052	-733,578	

Proposed Budget Amendments - QTR4BUD

Account Number	Project Description	Natural Account Description	Actuals - 24PJACT	Current Budget - 24PJQ3	Proposed Budget - 24PJQ4	Amendment	Comment
WIP Account: 16010 - WIP Fleet							
190145100142500	Minor Plant Replacements	Proceeds on Disposal - Plant & Equipment	-16	0	-1,518	-1,518	
190145139076000	Minor Plant Replacements	Transfer to Internal Reserves	0	-34,498	0	34,498	Q4.ADJ.28 Adjust budget to reflect actuals, no carry over required.
190145802560205	Minor Plant Replacements	Materials - General	37,672	83,298	37,672	-45,626	
190145802560292	Minor Plant Replacements	Cap - Heavy Fleet Purchases	3,316	0	3,316	3,316	
190144100142500	Light Fleet Replacements	Proceeds on Disposal - Plant & Equipment	0	-120,000	-188,395	-68,395	Q4.ADJ.29 Adjust budget to reflect actuals, no carry over required.
190144139074000	Light Fleet Replacements	Transfer from Internal Reserves	0	0	-22,766	-22,766	
190144139076000	Light Fleet Replacements	Transfer to Internal Reserves	0	-220,626	0	220,626	
190144802560205	Light Fleet Replacements	Materials - General	7,950	0	7,950	7,950	
190144802560291	Light Fleet Replacements	Cap - Light Fleet Purchases	583,211	720,626	583,211	-137,415	
190146100142500	Heavy Fleet Replacements	Proceeds on Disposal - Plant & Equipment	0	-520,000	-126,004	393,996	Q4.CO.60 Adjust budget to reflect actuals and defer capital contribution from DWM toward additional truck of which delivery has been delayed
190146100174275	Heavy Fleet Replacements	Internal - Cont Other	0	-460,000	0	460,000	
190146139074000	Heavy Fleet Replacements	Transfer from Internal Reserves	0	-550,000	0	550,000	
190146139076000	Heavy Fleet Replacements	Transfer to Internal Reserves	0	-975,901	0	975,901	
190146802560292	Heavy Fleet Replacements	Cap - Heavy Fleet Purchases	1,354,139	4,695,901	1,354,139	-3,341,762	
		Total - WIP Account: 16010 - WIP Fleet	1,986,272	2,618,800	1,647,605	-971,195	
WIP Account: 99999 - Suspense							
100127100174500	Project Management	Job Cost Recovery	-586,464	-696,288	-527,282	169,006	Salaries & Wages Adjustments post June 1
100192100174500	Roads Management	Job Cost Recovery	-2,554,198	-2,544,331	-2,454,987	89,344	
100208100174500	Public Reserves	Job Cost Recovery	-1,281,081	-1,210,743	-1,194,976	15,767	
100223100174200	Workshop Management	Internal - Plant Hire Recovery	-3,677,422	-4,271,618	-4,183,983	87,635	Q4.ADJ.11 Adjust budget to match actual expenditure and project underspend in 23/24.
100488100143000	Gbn Mul Blackberry Eradication Maintenance Works	23/24 Early Needs Weeds Management Program Operating	-49,522	0	-49,522	-49,522	
100488120243000	Gbn Mul Blackberry Eradication Maintenance Works	23/24 Early Needs Weeds Management Program Operating	0	-68,533	0	68,533	
100488120260205	Gbn Mul Blackberry Eradication Maintenance Works	Materials - General	167	28,533	28,366	-167	
100488120260302	Gbn Mul Blackberry Eradication Maintenance Works	Contracts - Tendered Work	29,091	0	29,091	29,091	Q4.ADJ.13 Reduce budget to match actual expenditure in 23/24.
100488120276500	Gbn Mul Blackberry Eradication Maintenance Works	Job Cost Expense	24,233	40,000	24,233	-15,767	
100065100160302	LEP & DCP Review Program	Contracts - Tendered Work	50,500	74,865	50,500	-24,365	Q4.ADJ.14 Reduce budget to match actual expenditure in 23/24.
100065139074000	LEP & DCP Review Program	Transfer from Internal Reserves	-50,500	-71,925	-50,500	21,425	
100219100160205	Heritage Signs	Materials - General	7,240	15,000	7,240	-7,760	
100219139074000	Heritage Signs	Transfer from Internal Reserves	-2,240	-10,000	-2,240	7,760	

Proposed Budget Amendments - QTR4BUD

Account Number	Project Description	Natural Account Description	Actuals - 24PJACT	Current Budget - 24PJQ3	Proposed Budget - 24PJQ4	Amendment	Comment
100184100146013	RRBG - Bungendore Road	23/24 Regional Roads Block Grant - Traffic (Operating)	-1,230	-40,000	-1,230	38,770	
100184120060205	RRBG - Bungendore Road	Materials - General	0	10,000	0	-10,000	
100184120076200	RRBG - Bungendore Road	Internal - Plant Hire Charge	0	10,000	0	-10,000	
100184120076500	RRBG - Bungendore Road	Job Cost Expense	1,230	20,000	1,230	-18,770	
100214100146013	RRBG - Taralga Road - Rural	23/24 Regional Roads Block Grant - Traffic (Operating)	-396	-40,000	-396	39,604	
100214120060205	RRBG - Taralga Road - Rural	Materials - General	0	10,000	0	-10,000	
100214120076200	RRBG - Taralga Road - Rural	Internal - Plant Hire Charge	0	10,000	0	-10,000	
100214120076500	RRBG - Taralga Road - Rural	Job Cost Expense	396	20,000	396	-19,604	
100215100146013	RRBG - Taralga Road - Urban	23/24 Regional Roads Block Grant - Traffic (Operating)	0	-50,000	0	50,000	
100215120060205	RRBG - Taralga Road - Urban	Materials - General	0	15,000	0	-15,000	
100215120076200	RRBG - Taralga Road - Urban	Internal - Plant Hire Charge	0	15,000	0	-15,000	
100215120076500	RRBG - Taralga Road - Urban	Job Cost Expense	0	20,000	0	-20,000	
100216100146012	RRBG - Highland Way	23/24 Regional Roads Block Grant - Operating	-13,798	-21,000	-13,798	7,202	
100216120060205	RRBG - Highland Way	Materials - General	0	6,300	0	-6,300	
100216120076200	RRBG - Highland Way	Internal - Plant Hire Charge	0	6,300	0	-6,300	
100216120076500	RRBG - Highland Way	Job Cost Expense	2,305	8,400	0	-8,400	
100216120160302	RRBG - Highland Way	Contracts - Tendered Work	11,493	0	11,493	11,493	
100077100160302	Property Services Operations	Contracts - Tendered Work	4,342	1,850	4,722	2,873	
100077100160320	Property Services Operations	Consultancy Fees	0	1,000	0	-1,000	
100077100160332	Property Services Operations	Legal Expenses - Other	9,338	8,500	7,730	-770	
100077100161700	Property Services Operations	Valuation Fees	1,500	0	1,650	1,650	
100274100160205	56 Clinton St - First Floor	Materials - General	11,361	18,000	15,247	-2,753	
100473101560302	Event Opportunities	Contracts - Tendered Work	0	40,000	5,000	-35,000	
100473139076000	Event Opportunities	Transfer to Internal Reserves	75,000	0	35,000	35,000	
100053100160302	CBD Grant Program	Contracts - Tendered Work	9,351	20,000	9,351	-10,649	
100053139076000	CBD Grant Program	Transfer to Internal Reserves	10,649	0	10,649	10,649	
100059100141512	Heritage Advisor (G)	21/22 Local Government Multi Year Funding	0	-6,000	0	6,000	
100059100160302	Heritage Advisor (G)	Contracts - Tendered Work	21,000	45,000	21,000	-24,000	
100059139076000	Heritage Advisor (G)	Transfer to Internal Reserves	18,000	0	18,000	18,000	
100064100160302	Strategy Implementation	Contracts - Tendered Work	13,986	25,000	13,986	-11,014	
100064139074000	Strategy Implementation	Transfer from Internal Reserves	-11,068	-41,108	-11,068	30,040	
100355805515207	21/22 LRCI Footpaths Operating	Contract Asset Extinguished	0	-3,460	0	3,460	
100357100141520	Marulan Flood Study/Foodplain Risk Mgt Plan (G)	2021 Floodplain Management Plan	3,799	-31,000	3,799	34,799	
100357100160302	Marulan Flood Study/Foodplain Risk Mgt Plan (G)	Contracts - Tendered Work	0	46,500	0	-46,500	
100357139074000	Marulan Flood Study/Foodplain Risk Mgt Plan (G)	Transfer from Internal Reserves	0	-15,500	0	15,500	

Q4.ADJ.25 Move unspent budget from projects 100184, 214-6 to cover the overspend on project 190375 in 23/24 as requestd by Malik Ahmed.

Q4.ADJ.5 - Move expenditure between projects required to pay Valuation Fees for Marulan Preschool on George St & Hovell St Land Purchase

Q4.CO.1 Reallocate budget to move \$15,000 to internal reserves for Superbikes event in 24/25

Q4.CO.19 Allocate unspent funds to reserve to be used in project 100232 in 24/25 as requested by Kate Wooll.

Q4.CO.2 - Adjust Contract Assets due to be extinguished for LRCI and final payment not expected until early 24/25.

Q4.CO.20 Fix incorrectly ext contract asset from 22/23 and carryover unspent budget to 24/25 to complete the project.

Proposed Budget Amendments - QTR4BUD

Account Number	Project Description	Natural Account Description	Actuals - 24PJACT	Current Budget - 24PJQ3	Proposed Budget - 24PJQ4	Amendment	Comment
100497100146008	23/24 Rocky Hill Museum Collection Significance Assessment	22/23 NSW Community Heritage Grants Program	0	-5,500	0	5,500	
100497100160302	23/24 Rocky Hill Museum Collection Significance Assessment	Contracts - Tendered Work	0	5,500	0	-5,500	Q4.CO.22 Adjust budget for unspent grant funds received in 23/24 as a contract liability to be spent in 24/25 financial year.
100497139076002	23/24 Rocky Hill Museum Collection Significance Assessment	Transfer to Unexpended Grants	5,500	0	5,500	5,500	
100497806024251	23/24 Rocky Hill Museum Collection Significance Assessment	Contract Liability Created - Op - Commonwealth	-5,500	0	-5,500	-5,500	
100500100149001	23/24 Rocky Hill War Memorial Virtual Tour Guide	23/24 Volunteer Museum Grants - Project Development Program	0	-5,940	0	5,940	Q4.CO.23 Adjust budget for unspent grant funds received in 23/24 as a contract liability to be spent in 24/25 financial year.
100500100160302	23/24 Rocky Hill War Memorial Virtual Tour Guide	Contracts - Tendered Work	0	5,940	0	-5,940	
100500139076002	23/24 Rocky Hill War Memorial Virtual Tour Guide	Transfer to Unexpended Grants	5,940	0	5,940	5,940	
100500806024201	23/24 Rocky Hill War Memorial Virtual Tour Guide	Contract Liability Created - Op - State	-5,940	0	-5,940	-5,940	
100507100146016	23-24 Drought Resilience Project Plan Development	23/24 Regional Drought Resilience Planning Program Round 2	-144,676	-200,000	-144,676	55,324	Q4.CO.24 Adjust budget for unspent grant funds received in 23/24 as a contract liability to be spent in 24/25 financial year.
100507100160302	23-24 Drought Resilience Project Plan Development	Contracts - Tendered Work	144,676	200,000	144,676	-55,324	
100507139076002	23-24 Drought Resilience Project Plan Development	Transfer to Unexpended Grants	55,324	0	55,324	55,324	
100507805515206	23-24 Drought Resilience Project Plan Development	Contract Asset Created	0	40,000	0	-40,000	
100507806024201	23-24 Drought Resilience Project Plan Development	Contract Liability Created - Op - State	-55,324	0	-55,324	-55,324	
100515139076002	Oct 2024 Spring Youth Holiday Activities - Kangaroo Valley	Transfer to Unexpended Grants	7,000	0	7,000	7,000	Q4.CO.25 Adjust budget for unspent grant funds received in 23/24 as a contract liability to be spent in 24/25 financial year.
100515806024201	Oct 2024 Spring Youth Holiday Activities - Kangaroo Valley	Contract Liability Created - Op - State	-7,000	0	-7,000	-7,000	
100102100140370	Art Gallery	Fees - Library & Art Gallery	-57,033	-15,600	-45,239	-29,639	Q4.CO.41 Carryover funds required for Collections
100102100160205	Art Gallery	Materials - General	19,134	31,520	19,134	-12,386	Management System for \$42,025as requested by Sarah
100102139076000	Art Gallery	Transfer to Internal Reserves	42,025	0	42,025	42,025	Ruberto to be spent in 24/25.
100225100160605	Election Expenses	Advertising - General	1,799	0	1,779	1,779	Q4.CO.42 Adjust the budget to account for earlier than
100225139076000	Election Expenses	Transfer to Internal Reserves	63,201	65,000	63,221	-1,779	expected expenditure forthe upcoming election in Sept 2024.
100377100160302	Public Art Repairs/Maintenance	Contracts - Tendered Work	0	5,000	0	-5,000	Q4.CO.43 Carryover budget to 24/25 to spend on the
100377139076000	Public Art Repairs/Maintenance	Transfer to Internal Reserves	5,000	0	5,000	5,000	Meridian Arch Demolition.
100485100160302	Economic Development Strategy	Contracts - Tendered Work	10,000	40,000	10,000	-30,000	Q4.CO.44 Carryover unspent funds from 23/24 to be spent in
100485139076000	Economic Development Strategy	Transfer to Internal Reserves	30,000	0	30,000	30,000	24/25 as requested by Danae Vitnell.
100486100160302	Employment Lands Strategy	Contracts - Tendered Work	0	70,000	0	-70,000	Q4.CO.45 Carryover unspent funds from 23/24 to be spent in
100486139076000	Employment Lands Strategy	Transfer to Internal Reserves	70,000	0	70,000	70,000	24/25 as requested by Danae Vitnell.
100382100160302	Roads Condition Assessment	Contracts - Tendered Work	5,960	0	5,960	5,960	Q4.CO.46 Carryover unspent funds from 23/24 to be spent in 24/25.
100382100160320	Roads Condition Assessment	Consultancy Fees	0	500,000	0	-500,000	
100382139076000	Roads Condition Assessment	Transfer to Internal Reserves	250,000	0	250,000	250,000	
100502100160302	23-26 Gbn Overland Flooding Risk Study & Management Plan	Contracts - Tendered Work	0	20,000	0	-20,000	Q4.CO.47 Carryover unspent funds from 23/24 to be spent in 24/25 as requested by Kate Wool.
100502139074000	23-26 Gbn Overland Flooding Risk Study & Management Plan	Transfer from Internal Reserves	0	-20,000	0	20,000	

Proposed Budget Amendments - QTR4BUD

Account Number	Project Description	Natural Account Description	Actuals - 24PJACT	Current Budget - 24PJQ3	Proposed Budget - 24PJQ4	Amendment	Comment
100367100141429	BLER - Bungonia Village Project	21/22 Bushfire Local Economy Recovery Villages Operating	-156,348	-156,552	-156,348	204	Q4.CO.56 Adjust budget to match expenditure and create contract assets and extinguish them in 24/25. Also to extinguish with project 190352 to account for 23/24 expenditure.
100367100160302	BLER - Bungonia Village Project	Contracts - Tendered Work	144,105	148,327	144,004	-4,323	
100367100176500	BLER - Bungonia Village Project	Job Cost Expense	12,343	8,224	12,343	4,119	
100367805515206	BLER - Bungonia Village Project	Contract Asset Created	144,075	0	144,075	144,075	
100369805515206	BLER - Tarago Village Projects - Operational	Contract Asset Created	196	0	196	196	
100467100141411	PAMP Strategy	22/23 Get Active NSW Operating	-121,977	0	-121,977	-121,977	Q4.CO.57 Adjust budget to match expenditure and create a contract asset for the 22/23 Active NSW program to be extinguished in 24/25.
100467100160302	PAMP Strategy	Contracts - Tendered Work	6,930	0	6,930	6,930	
100467100160320	PAMP Strategy	Consultancy Fees	48,275	0	48,275	48,275	
100467805515206	PAMP Strategy	Contract Asset Created	121,977	0	121,977	121,977	
100493100141464	23/24 Storm Quality Improvement Devices Audit	22/23 Water NSW Urban Program 22-24 Partnership (Operating)	-16,400	0	-16,400	-16,400	Q4.CO.61 Bring in budget for Storm Quality Improvement Devices Audit and Create Contract Liability for funding already received
100493100160302	23/24 Storm Quality Improvement Devices Audit	Contracts - Tendered Work	32,800	0	32,800	32,800	
100493139076002	23/24 Storm Quality Improvement Devices Audit	Transfer to Unexpended Grants	93,600	0	93,600	93,600	
100493806024201	23/24 Storm Quality Improvement Devices Audit	Contract Liability Created - Op - State	-93,600	0	-93,600	-93,600	
		Total - WIP Account: 99999 - Suspense	-7,266,879	-7,870,339	-7,523,544	346,796	
		Total - General Fund	-4,535,187	-530,909	-1,888,887	-1,357,978	

Entity: 20 - Domestic Waste Management							
WIP Account: 99999 - Suspense							
200001100176275	Domestic Waste Management	Internal - Contribution Other	459,643	919,643	459,643	-460,000	Q4.CO.60 Adjust budget to reflect actuals and defer capital contribution from DWM toward additional truck of which delivery has been delayed
		Total - WIP Account: 99999 - Suspense	459,643	919,643	459,643	-460,000	
		Total - Domestic Waste Management	459,643	919,643	459,643	-460,000	

Proposed Budget Amendments - QTR4BUD

Account Number	Project Description	Natural Account Description	Actuals - 24PJACT	Current Budget - 24PJQ3	Proposed Budget - 24PJQ4	Amendment	Comment
Entity: 30 - Water Fund							
WIP Account: 16000 - WIP Works							
390010100141905	Water Connections - Private Works	Cap Conts - Connections Water	-226,738	-235,000	-226,738	8,262	
390010139076009	Water Connections - Private Works	Transfer to Other External Restrictions	102,339	0	102,339	102,339	Q4.ADJ.6 Allocate unspent funds for Private Work Water Connections to the sewerinfrastructure reserve (will not be brought forward in 24/25).
390010801560205	Water Connections - Private Works	Materials - General	43,576	60,000	43,576	-16,424	
390010801560302	Water Connections - Private Works	Contracts - Tendered Work	22,537	57,388	22,537	-34,851	
390010801576500	Water Connections - Private Works	Job Cost Expense	58,286	117,612	58,286	-59,326	
390057802560205	Lab Equipment Renewal	Materials - General	16,172	20,000	16,172	-3,828	Q4.ADJ.7 Adjust budget to account for project underspend and savings in revenue
390006139074001	Goulburn WTP Raw Water Augmentation	Transfer from Developer Contributions	0	-2,027,130	0	2,027,130	Q4.CO.3 Adjust project budget to account for underspend with unspent funds being carried over.
390006139074003	Goulburn WTP Raw Water Augmentation	Transfer from Unexpended Loans	-15,874	-137,856	-15,874	121,982	
390006139074009	Goulburn WTP Raw Water Augmentation	Transfer from Other External Restrictions	0	-2,462,144	0	2,462,144	
390006139076000	Goulburn WTP Raw Water Augmentation	Transfer to Internal Reserves	0	0	1,000,000	1,000,000	
390006801560302	Goulburn WTP Raw Water Augmentation	Contracts - Tendered Work	11,458	5,627,130	11,458	-5,615,672	
390006801576500	Goulburn WTP Raw Water Augmentation	Job Cost Expense	4,416	0	4,416	4,416	
390021139074009	Marulan WTP Renewal	Transfer from Other External Restrictions	-176,615	-500,000	-176,615	323,385	Q4.CO.5 Adjust project for Marulan WTP Renewal to account for underspend to be carried over in the 24/25 financial year
390021800060302	Marulan WTP Renewal	Contracts - Tendered Work	18,490	0	18,490	18,490	
390021801560302	Marulan WTP Renewal	Contracts - Tendered Work	151,860	493,735	151,860	-341,875	Q4.CO.6 Adjust project to account for underspend to be carried over to the 24/25 financial year
390049139076009	Bradfordville Main Relocation	Transfer to Other External Restrictions	313,967	0	313,967	313,967	
390049801560302	Bradfordville Main Relocation	Contracts - Tendered Work	686,033	1,000,000	686,033	-313,967	Q4.CO.7 Adjust project budget for underspend and carryover unspent expenditure to the 24/25 financial year
390070139074000	Goulburn WTP Clarifiers Mechanical Rehabilitation	Transfer from Internal Reserves	0	-260,000	0	260,000	
390070139074009	Goulburn WTP Clarifiers Mechanical Rehabilitation	Transfer from Other External Restrictions	-47,542	0	-47,542	-47,542	Q4.CO.8 Move all budgeted funds from Materials General to the water infrastructure reserve to be used in 24/25
390070801560302	Goulburn WTP Clarifiers Mechanical Rehabilitation	Contracts - Tendered Work	137,542	350,000	137,542	-212,458	
390075139076009	Rossi - Sooley Pipeline Valves	Transfer to Other External Restrictions	385,000	0	385,000	385,000	Q4.CO.9 Transfer difference of \$83k to account for unexpected expenditure in 23/24 for funds to be spent in
390075801560302	Rossi - Sooley Pipeline Valves	Contracts - Tendered Work	0	385,000	0	-385,000	
390076139076009	Treated Water Chlorine Analysis	Transfer to Other External Restrictions	83,325	100,000	83,325	-16,675	
390076802560205	Treated Water Chlorine Analysis	Materials - General	16,675	0	16,675	16,675	
		Total - WIP Account: 16000 - WIP Works	1,584,908	2,588,735	2,584,907	-3,828	

Proposed Budget Amendments - QTR4BUD

Account Number	Project Description	Natural Account Description	Actuals - 24PJACT	Current Budget - 24PJQ3	Proposed Budget - 24PJQ4	Amendment	Comment
WIP Account: 99999 - Suspense							
389999100174500	Utilities Employee Costs	Job Cost Recovery	-2,272,145	-2,825,919	-2,771,009	54,910	
		Total - WIP Account: 99999 - Suspense	-2,272,145	-2,825,919	-2,771,009	54,910	
		Total - Water Fund	-687,237	-237,184	-186,102	51,082	

Entity: 40 - Sewer Fund							
WIP Account: 16000 - WIP Works							
490060802560205	Asset Renewals - Marulan Sewer Pump Stations	Materials - General	6,492	0	6,492	6,492	Q4.ADJ.1 Transfer Budget to the Marulan Sewer Pump project
490062801560302	Asset Renewals - Goulburn Waste Water Treatment Plant	Contracts - Tendered Work	21,623	180,000	173,508	-6,492	to purchase a new pump to replace an existing pump that failed in May.
490003139074009	Marulan Pump Station Improvements	Transfer from Other External Restrictions	-436,081	-704,168	-436,081	268,087	Q4.CO.10 Adjust budget for underspend in 23/24 for funds to be spent in 24/25 FY.
490003801560302	Marulan Pump Station Improvements	Contracts - Tendered Work	436,081	704,168	436,081	-268,087	
490005139076009	Goulburn Mains Rehabilitation	Transfer to Other External Restrictions	435,880	0	431,691	431,691	Q4.CO.11 Adjust budget for underspend in 23/24 for funds to be spent in 24/25 FY.
490005801560205	Goulburn Mains Rehabilitation	Materials - General	4,189	0	4,189	4,189	
490005801560302	Goulburn Mains Rehabilitation	Contracts - Tendered Work	564,120	1,000,000	564,120	-435,880	
490015139074009	Nth Gbn PS Rising Main-Capacity & Storage	Transfer from Other External Restrictions	-455,178	0	-36,023	-36,023	Q4.CO.12 Adjust budget to account for expenditure and add budget which was incorrectly removed to be carried over from Q2.
490015801560205	Nth Gbn PS Rising Main-Capacity & Storage	Materials - General	26,339	0	26,339	26,339	
490015801560211	Nth Gbn PS Rising Main-Capacity & Storage	Materials - Technical	5,236	0	5,236	5,236	
490015801561900	Nth Gbn PS Rising Main-Capacity & Storage	Other Expenses	4,448	0	4,448	4,448	
490061139074009	Kenmore Hospital PS Power	Transfer from Other External Restrictions	-16,328	-190,591	-16,328	174,263	Q4.CO.13 Adjust budget for underspend in 23/24 for funds to be spent in 24/25 FY.
490061801560302	Kenmore Hospital PS Power	Contracts - Tendered Work	16,285	190,591	16,285	-174,306	
490061801560330	Kenmore Hospital PS Power	Legal Expenses - Planning and Development	43	0	43	43	
490066139074009	The Avenue Repair Works	Transfer from Other External Restrictions	0	-450,502	0	450,502	Q4.CO.14 Transfer all project funds to be spent in next financial year (24/25).
490066801560302	The Avenue Repair Works	Contracts - Tendered Work	0	450,502	0	-450,502	
490008100141620	Marulan WWTP - Renewal	22/23 NSW Regional Housing Fund	-90,383	-300,000	-90,383	209,617	Q4.CO.15 Adjust the contract liability extinguished to account for the project underspend which will be spent in 24/25.
490008139074002	Marulan WWTP - Renewal	Transfer from Unexpended Grants	-90,383	-300,000	-90,383	209,617	
490008800060302	Marulan WWTP - Renewal	Contracts - Tendered Work	90,383	200,000	90,383	-109,617	
490008801560302	Marulan WWTP - Renewal	Contracts - Tendered Work	0	100,000	0	-100,000	
490008806024302	Marulan WWTP - Renewal	Contract Liability Extinguished - Cap - State	90,383	300,000	90,383	-209,617	
490067100141576	Goulburn WWTP Extension	22/23 Accelerated Infrastructure Fund Round 3	-65,290	-132,420	-65,290	67,130	Q4.CO.16 Reduce the contract liability and expenditure to account for the project underspend which will be spent in 24/25.
490067139074001	Goulburn WWTP Extension	Transfer from Developer Contributions	-21,763	-167,580	-21,763	145,817	
490067139074002	Goulburn WWTP Extension	Transfer from Unexpended Grants	-65,290	-132,420	-65,290	67,130	
490067800060302	Goulburn WWTP Extension	Contracts - Tendered Work	0	50,000	0	-50,000	
490067801560205	Goulburn WWTP Extension	Materials - General	55,535	160,000	55,535	-104,465	
490067801560302	Goulburn WWTP Extension	Contracts - Tendered Work	31,518	90,000	31,518	-58,482	
490067806024302	Goulburn WWTP Extension	Contract Liability Extinguished - Cap - State	65,290	132,420	65,290	-67,130	

Proposed Budget Amendments - QTR4BUD

<i>Account Number</i>	<i>Project Description</i>	<i>Natural Account Description</i>	<i>Actuals - 24PJACT</i>	<i>Current Budget - 24PQ3</i>	<i>Proposed Budget - 24PQ4</i>	<i>Amendment</i>	<i>Comment</i>
490026100141601	SN Growing Local Economies Common St (G)	Cap Grants - Sewerage Services	-97,754	-412,269	-97,754	314,515	
490026139074001	SN Growing Local Economies Common St (G)	Transfer from Developer Contributions	-205,785	-363,241	-205,785	157,456	Q4.CO.17 Reduce budget to account for project underspend and carry over the unspent funds to 24/25.
490026801560302	SN Growing Local Economies Common St (G)	Contracts - Tendered Work	292,409	775,510	292,409	-483,101	
490026801560332	SN Growing Local Economies Common St (G)	Legal Expenses - Other	11,130	0	11,130	11,130	
		Total - WIP Account: 16000 - WIP Works	613,149	1,180,000	1,180,000	0	
		Total - Sewer Fund	613,149	1,180,000	1,180,000	0	

Grand Total -4,149,631 1,331,550 -435,346 -1,766,896

Proposed Budget Amendments - CARRBUD

Account Number	Project Description	Natural Account Description	Actuals - 25PJACT	Current Budget - 25PJOB	Proposed Budget - 25PJCO	Amendment	Comment	
Entity: 10 - General Fund								
WIP Account: 16000 - WIP Works								
190046805515207	Goulburn WMC Improvements - New	Contract Asset Extinguished	0	0	-111,193	-111,193		
190321805515207	Roberts Park Landscaping	Contract Asset Extinguished	0	0	-10,072	-10,072		
190323805515207	LRCI - Village Projects Capital (G)	Contract Asset Extinguished	0	0	-4,395	-4,395	CO.02 Account for final payment of LRCI2 funding to extinguish Contract Assets carried over from 23/24.	
190333805515207	LRCI - Marulan Village Project Capital (G)	Contract Asset Extinguished	0	0	-13,925	-13,925		
190334805515207	LRCI - Tallong Village Project Capital (G)	Contract Asset Extinguished	0	0	-5,160	-5,160		
190335805515207	LRCI - Tarago Village Projects Capital (G)	Contract Asset Extinguished	0	0	-5,290	-5,290		
190001139074000	IT Renewal Assets	Transfer from Internal Reserves	0	0	-20,000	-20,000		CO.1 Carryover unspent funds for Hockey Facility Microwave Link (38166) & \$15k for Superbikes event that was created in
190001802560205	IT Renewal Assets	Materials - General	5,354	425,000	445,000	20,000		
190031100141548	18-22 North Gbn Employment Precinct and Roundabout	2018-2022 Growing Local Economies (G) (190031 only)	-306,174	0	-1,679,747	-1,679,747	CO.18 Add carried over budget for project that was underspent in 23/24.	
190031139074000	18-22 North Gbn Employment Precinct and Roundabout	Transfer from Internal Reserves	0	0	-694,861	-694,861		
190031139074001	18-22 North Gbn Employment Precinct and Roundabout	Transfer from Developer Contributions	0	0	-154,183	-154,183		
190031800560302	18-22 North Gbn Employment Precinct and Roundabout	Contracts - Tendered Work	0	0	2,589,666	2,589,666		
190015139074000	Public Art and Street Art	Transfer from Internal Reserves	0	0	-27,727	-27,727	CO.26 Carried over unspent budget from 23/24.	
190015801560302	Public Art and Street Art	Contracts - Tendered Work	0	0	27,727	27,727		
190307139074001	Wollondilly Walking Track - Cemetery St (G)	Transfer from Developer Contributions	0	0	-251,343	-251,343	CO.27 Allocate expected budget required and extinguish the asset created in 23/24 financial year to complete the project in 24/25.	
190307801560302	Wollondilly Walking Track - Cemetery St (G)	Contracts - Tendered Work	69,825	0	251,343	251,343		
190307805515207	Wollondilly Walking Track - Cemetery St (G)	Contract Asset Extinguished	0	250,000	-1,400,000	-1,650,000		
190349100141511	Jerrara Road Upgrade - Blackspot (G)	21/22 Australian Government Blackspot Program	0	0	-1,843,353	-1,843,353	CO.28 Carryover unspent funds from 23/24 and budget for expected contract liability to be extinguished in 24/25.	
190349139074002	Jerrara Road Upgrade - Blackspot (G)	Transfer from Unexpended Grants	0	0	-94,664	-94,664		
190349801560302	Jerrara Road Upgrade - Blackspot (G)	Contracts - Tendered Work	5,117	0	1,843,353	1,843,353		
190349806024302	Jerrara Road Upgrade - Blackspot (G)	Contract Liability Extinguished - Cap - State	0	0	94,664	94,664	CO.29 Carried over unspent budget from 23/24.	
190437139074000	GRAG - New Gallery Development	Transfer from Internal Reserves	0	0	-1,677	-1,677		
190437801560302	GRAG - New Gallery Development	Contracts - Tendered Work	0	0	1,677	1,677		
190443100141624	St Clair Villa - Stage 2 Rising Damp	20-21 Caring For State Heritage Program	0	0	-99,807	-99,807	CO.30 Carryover unspent funds from 23/24 and budget for expected contract liability to be extinguished in 24/25.	
190443139074000	St Clair Villa - Stage 2 Rising Damp	Transfer from Internal Reserves	0	0	-94,686	-94,686		
190443139074002	St Clair Villa - Stage 2 Rising Damp	Transfer from Unexpended Grants	0	0	-79,807	-79,807		
190443801560302	St Clair Villa - Stage 2 Rising Damp	Contracts - Tendered Work	0	0	294,493	294,493		
190443806024302	St Clair Villa - Stage 2 Rising Damp	Contract Liability Extinguished - Cap - State	0	0	79,807	79,807		
190367100141615	22-25 Mayfield Road Bridge Replacement	2021/22 Fixing Country Bridges	0	0	-1,399,255	-1,399,255	CO.31 Carryover unspent funds from 23/24 and budget for expected contract liability to be extinguished in 24/25.	
190367100141616	22-25 Mayfield Road Bridge Replacement	2022/23 Bridges Renewal Program	0	0	-672,010	-672,010		
190367139074002	22-25 Mayfield Road Bridge Replacement	Transfer from Unexpended Grants	0	0	-1,190,065	-1,190,065		
190367802060302	22-25 Mayfield Road Bridge Replacement	Contracts - Tendered Work	0	0	2,071,265	2,071,265		
190367806024302	22-25 Mayfield Road Bridge Replacement	Contract Liability Extinguished - Cap - State	0	0	1,190,065	1,190,065		
190392100141573	Carr Confoy Pavilion (G)	21/22 Multi Sports Community Facilities Fund	0	0	-345,584	-345,584		CO.32 Carryover unspent funds from 23/24 and budget for expected contract liability to be extinguished in 24/25.
190392139074002	Carr Confoy Pavilion (G)	Transfer from Unexpended Grants	0	0	-345,584	-345,584		
190392801560302	Carr Confoy Pavilion (G)	Contracts - Tendered Work	0	0	345,584	345,584		
190392806024302	Carr Confoy Pavilion (G)	Contract Liability Extinguished - Cap - State	0	0	345,584	345,584	CO.33 Carryover unspent funds from 23/24 and budget for expected contract assetto be extinguished in 24/25.	
190424139074002	Bus Stops Marulan & Lake Bathurst	Transfer from Unexpended Grants	0	0	-8,000	-8,000		
190424805515207	Bus Stops Marulan & Lake Bathurst	Contract Asset Extinguished	0	0	-16,100	-16,100		

Proposed Budget Amendments - CARRBUD

Account Number	Project Description	Natural Account Description	Actuals - 25PJACT	Current Budget - 25PJOB	Proposed Budget - 25PJCO	Amendment	Comment
190431139074001	Run-o-Waters Second Access	Transfer from Developer Contributions	0	-500,000	-492,740	7,260	CO.34 Reduce project budget to take into account expenditure from 23/24.
190431801560302	Run-o-Waters Second Access	Contracts - Tendered Work	0	1,000,000	992,740	-7,260	
190446805515207	Ross Whitaker Basketball Pavillion Female Facilities Upgrade	Contract Asset Extinguished	0	0	-4,900	-4,900	CO.35 Add budget to extinguish the contract asset that was created on the project in the 23/24 financial year
190447100141612	22/23 Eastgrove Shared Pathway	22/23 Get Active NSW Capital	0	0	-1,900,746	-1,900,746	CO.36 Carryover unspent funds from 23/24 and budget for expected contract asset to be extinguished in 24/25.
190447801560302	22/23 Eastgrove Shared Pathway	Contracts - Tendered Work	597,895	0	1,900,746	1,900,746	
190447805515207	22/23 Eastgrove Shared Pathway	Contract Asset Extinguished	0	0	-114,254	-114,254	
190450100141551	Japanese Garden Enhancement Stage 2	20/21 Building Better Regions Fund Round 5	0	0	-192,235	-192,235	CO.37 Carryover unspent funds from 23/24 and budget for expected contract liability to be extinguished in 24/25.
190450100141625	Japanese Garden Enhancement Stage 2	22/23 Cross Border Commissioners Infrastructure Fund	0	0	87,129	87,129	
190450139074000	Japanese Garden Enhancement Stage 2	Transfer from Internal Reserves	0	0	-166,281	-166,281	
190450139074002	Japanese Garden Enhancement Stage 2	Transfer from Unexpended Grants	0	0	-87,129	-87,129	
190450801560302	Japanese Garden Enhancement Stage 2	Contracts - Tendered Work	40,033	0	445,645	445,645	
190450806024302	Japanese Garden Enhancement Stage 2	Contract Liability Extinguished - Cap - State	0	0	87,129	87,129	
190458100141579	23/24 West Goulburn Freight Route-Clinton Street Upgrade	22/23 Heavy Vehicle Safety and Productivity Program	0	-1,399,396	-1,340,714	58,682	CO.38 Adjust budget to account for higher than expected expenditure and to extinguish the contract asset created from 23/24.
190458800060302	23/24 West Goulburn Freight Route-Clinton Street Upgrade	Contracts - Tendered Work	0	0	1,540,135	1,540,135	
190458801560302	23/24 West Goulburn Freight Route-Clinton Street Upgrade	Contracts - Tendered Work	0	1,598,816	0	-1,598,816	
190458805515207	23/24 West Goulburn Freight Route-Clinton Street Upgrade	Contract Asset Extinguished	-922,098	0	-980,780	-980,780	
190496100146019	24-25 New Bus Shelters at Middle Arm Rd & Lambert Drive	23/24 Community Passengers Transport Infrastructure Program	0	0	-34,500	-34,500	CO.40 Bring in grant funded budget for bus shelters at Middle Arm Road and Lambert Drive and extinguish contract liability created in 23/24.
190496139074002	24-25 New Bus Shelters at Middle Arm Rd & Lambert Drive	Transfer from Unexpended Grants	0	0	-34,500	-34,500	
190496801560302	24-25 New Bus Shelters at Middle Arm Rd & Lambert Drive	Contracts - Tendered Work	37,790	0	34,500	34,500	
190496806024302	24-25 New Bus Shelters at Middle Arm Rd & Lambert Drive	Contract Liability Extinguished - Cap - State	0	0	34,500	34,500	
190017139074000	Art Gallery - P&E Renewal	Transfer from Internal Reserves	0	0	-4,708	-4,708	CO.48 Carried over unspent funds from 23/24 to be spent in 24/25 financial year.
190017802560205	Art Gallery - P&E Renewal	Materials - General	0	5,000	9,708	4,708	
190196139074000	Civic Centre Renewal - Air Conditioner	Transfer from Internal Reserves	0	0	-136,240	-136,240	CO.49 Carried over unspent funds from 23/24 to be spent in 24/25 financial year.
190196802560302	Civic Centre Renewal - Air Conditioner	Contracts - Tendered Work	93,027	0	136,240	136,240	
190197139074000	Hetherington St Depot Workshop Renewal	Transfer from Internal Reserves	0	0	-100,000	-100,000	CO.50 Carried over unspent money of \$100k allocated to incorrect project 190309in 23/24.
190197801560302	Hetherington St Depot Workshop Renewal	Contracts - Tendered Work	0	0	100,000	100,000	
190366139074000	Marulan Pre-School Asbestos Removal	Transfer from Internal Reserves	0	0	-49,050	-49,050	CO.51 Carried over project budget from 23/24 to be spent in 24/25 financial year.
190366801560302	Marulan Pre-School Asbestos Removal	Contracts - Tendered Work	20,903	0	49,050	49,050	
190471139074000	GPAC Grid Floor	Transfer from Internal Reserves	0	0	-249,807	-249,807	CO.52 Carried over unspent funds from project from 23/24 financial year to be spent in 24/25.
190471804060302	GPAC Grid Floor	Contracts - Tendered Work	0	0	249,807	249,807	
190474139074000	23/24 Howitzer Conservation (Rocky Hill)	Transfer from Internal Reserves	0	0	-5,695	-5,695	CO.53 Carried over unspent funds from project from 23/24 financial year to be spent in 24/25
190474801560302	23/24 Howitzer Conservation (Rocky Hill)	Contracts - Tendered Work	0	0	5,695	5,695	
190441100141408	Bladwell Park Infrastructure Upgrade	22/23 Stronger Country Communities Fund Round 5	0	0	-39,093	-39,093	CO.54 Carryover unexpended funds expected to be spent and extinguish the contract asset created in 23/24.
190441802060302	Bladwell Park Infrastructure Upgrade	Contracts - Tendered Work	0	0	39,093	39,093	
190441805515207	Bladwell Park Infrastructure Upgrade	Contract Asset Extinguished	0	0	-36,593	-36,593	

Proposed Budget Amendments - CARRBUD

Account Number	Project Description	Natural Account Description	Actuals - 25PJACT	Current Budget - 25PJOB	Proposed Budget - 25PJCO	Amendment	Comment
190114805515207	Urban Resealing	Contract Asset Extinguished	0	0	-102,105	-102,105	CO.55. Extinguish the contract asset created in 23/24 for the final installment of LRCI 3.
190370805515207	Village Footpaths - LRCI3 (G)	Contract Asset Extinguished	0	0	-8,774	-8,774	
190475805515207	2024 New Footpaths in Goulburn & Tarago	Contract Asset Extinguished	0	-158,274	-147,437	10,837	
190497100141618	24 Safer School Bus Access (Boyd St, Tarago) Project 10	LRCI Phrase 3 - Roads (Other Cap)	0	0	-24,821	-24,821	
190497801560302	24 Safer School Bus Access (Boyd St, Tarago) Project 10	Contracts - Tendered Work	15,280	0	24,821	24,821	
190497805515207	24 Safer School Bus Access (Boyd St, Tarago) Project 10	Contract Asset Extinguished	0	0	-39,167	-39,167	
190351805515207	BLER - Tallong Village Project - Capital	Contract Asset Extinguished	0	0	-34,940	-34,940	CO.56 Extinguish the contract assets on the 21/22 BLERF program that were created in 23/24 to complete the projects.
100369805515207	BLER - Tarago Village Projects - Operational	Contract Asset Extinguished	0	0	-196	-196	
190352805515207	BLER - Tarago Village Projects - Capital	Contract Asset Extinguished	0	0	-587	-587	
190350801560302	Deccan Street Rehabilitation - FLR (G)	Contracts - Tendered Work	292,200	0	423,556	423,556	CO.58 Budget for extinguishing the contract asset for this project created in 23/24.
190350805515207	Deccan Street Rehabilitation - FLR (G)	Contract Asset Extinguished	0	0	-470,130	-470,130	CO.59 Budget for extinguishing the contract asset for this project created in 23/24.
190439805515207	22-24 Carr Confoy Netball Courts Lighting Upgrade	Contract Asset Extinguished	0	0	-57,360	-57,360	
190492100146018	24-27 Currawang Rd Pavement & Causeway (Saltpetre Ck) Upgrad	22/23 NSW Betterment Program	0	-3,443,054	-3,441,991	1,063	CO.62 Adjust CO budget for expenditure already incurred in 23/24
190492801560302	24-27 Currawang Rd Pavement & Causeway (Saltpetre Ck) Upgrad	Contracts - Tendered Work	0	2,243,054	2,241,991	-1,063	
190493100146017	24-26 Currawang Rd Upgrade (P.0089742) - Election Commitment	23/24 NSW Government Election Commitment	0	-3,000,000	-2,997,319	2,681	CO.63 Adjust CO budget for expenditure already incurred in 23/24
190493139074002	24-26 Currawang Rd Upgrade (P.0089742) - Election Commitment	Transfer from Unexpended Grants	0	0	-247,319	-247,319	
190493801560302	24-26 Currawang Rd Upgrade (P.0089742) - Election Commitment	Contracts - Tendered Work	0	1,800,000	1,797,319	-2,681	
190493805524302	24-26 Currawang Rd Upgrade (P.0089742) - Election Commitment	Contract Liability Extinguished - Cap - State	0	0	247,319	247,319	
190460100141628	22-25 Eastgrove Sth Sports Field Improved drainage	22/23 Essential Community Sports Assets Program Cap	0	0	-961,511	-961,511	CO.64 Budget for extinguishing the contract liability for this project created in 23/24.
190460139074002	22-25 Eastgrove Sth Sports Field Improved drainage	Transfer from Unexpended Grants	0	0	-461,511	-461,511	
190460801560302	22-25 Eastgrove Sth Sports Field Improved drainage	Contracts - Tendered Work	0	0	961,511	961,511	
190460806024302	22-25 Eastgrove Sth Sports Field Improved drainage	Contract Liability Extinguished - Cap - State	0	0	461,511	461,511	CO.65 Budget for extinguishing the contract asset for this project created in 23/24.
190459100141616	23/24 Range Rd Causeway Replacement	2022/23 Bridges Renewal Program	0	0	-518,261	-518,261	
190459139074000	23/24 Range Rd Causeway Replacement	Transfer from Internal Reserves	0	0	-13,627	-13,627	
190459139074003	23/24 Range Rd Causeway Replacement	Transfer from Unexpended Loans	0	0	-99,167	-99,167	
190459801560302	23/24 Range Rd Causeway Replacement	Contracts - Tendered Work	0	0	657,736	657,736	
190459805515207	23/24 Range Rd Causeway Replacement	Contract Asset Extinguished	0	0	-26,886	-26,886	
190455100141626	22-25 CBD/ South Goulburn Connection Pathway	22/23 Get NSW Active Program	-285,000	0	-3,148,914	-3,148,914	CO.66 Adjust CO budget for expenditure already incurred in 23/24 and funding to be received 24/25. CBD/South Goulburn Connection Pathway
190455801560302	22-25 CBD/ South Goulburn Connection Pathway	Contracts - Tendered Work	35,484	0	3,083,914	3,083,914	
190455802076500	22-25 CBD/ South Goulburn Connection Pathway	Job Cost Expense	6,462	0	110,449	110,449	
190455805515207	22-25 CBD/ South Goulburn Connection Pathway	Contract Asset Extinguished	0	0	-68,366	-68,366	
190101805515207	Gravel Resheeting	Contract Asset Extinguished	0	0	-1,303	-1,303	
							CO.67 Add budget to extinguish the contract asset that was created on the project in the 23/24 financial year

Proposed Budget Amendments - CARRBUD

Account Number	Project Description	Natural Account Description	Actuals - 25PJACT	Current Budget - 25PJOB	Proposed Budget - 25PJCO	Amendment	Comment
190368100141614	Urban Asphalt Program - Queen and Dalley St Intersection	23/24 Local Roads & Community Infrastructure Phrase 4 RDS	0	0	-160,000	-160,000	CO.68 Add carryover budget for project and extinguish CL
190368139074002	Urban Asphalt Program - Queen and Dalley St Intersection	Transfer from Unexpended Grants	0	0	-93,559	-93,559	
190368801560302	Urban Asphalt Program - Queen and Dalley St Intersection	Contracts - Tendered Work	0	0	160,000	160,000	
190368806024302	Urban Asphalt Program - Queen and Dalley St Intersection	Contract Liability Extinguished - Cap - State	0	0	93,559	93,559	
190372805515207	LRCI 4 Middle Arm Road Rehabilitation	Contract Asset Extinguished	0	0	-193,164	-193,164	CO.69 Add budget to extinguish the contract asset that was created on the project in the 23/24 financial year
190378805515207	Carr Confoy Netball Court Resurfacing - SCCF & LRCI(G)	Contract Asset Extinguished	0	0	-189,100	-189,100	CO.70 Add budget to extinguish the contract asset that was created on the project in the 23/24 financial year
190440100141408	22/23 Marulan Soccer Fields Lighting/Drainage Upgrade	22/23 Stronger Country Communities Fund Round 5	0	0	-239,706	-239,706	CO.71 Add carryover budget for project and extinguish Contract Liability
190440100146011	22/23 Marulan Soccer Fields Lighting/Drainage Upgrade	23/24 Local Roads Community & Infrastructure REC & CULTURE	0	0	-81,039	-81,039	
190440139074002	22/23 Marulan Soccer Fields Lighting/Drainage Upgrade	Transfer from Unexpended Grants	0	0	-153,669	-153,669	
190440801560302	22/23 Marulan Soccer Fields Lighting/Drainage Upgrade	Contracts - Tendered Work	0	0	320,745	320,745	
190440806024302	22/23 Marulan Soccer Fields Lighting/Drainage Upgrade	Contract Liability Extinguished - Cap - State	0	0	153,669	153,669	
190456100141614	Kerb & Gutter (Queen/Dalley Intersection) LRCI4	23/24 Local Roads & Community Infrastructure Phrase 4 RDS	0	0	-405,669	-405,669	CO.72 Add budget to complete project and extinguish the contract asset that was created in the 23/24 financial year
190456801560302	Kerb & Gutter (Queen/Dalley Intersection) LRCI4	Contracts - Tendered Work	0	0	405,669	405,669	
190456805515207	Kerb & Gutter (Queen/Dalley Intersection) LRCI4	Contract Asset Extinguished	0	0	-19,215	-19,215	CO.A01 Allocate expected budget including extinguishing contract asset created in 23/24.
190438801560302	Riverside Park Amenities & Park Infrastructure	Contracts - Tendered Work	0	0	10,267	10,267	
190425100141430	22-24 GMC Emergency Operations Centre	21/22 Black Summer Bushfire Recovery	0	0	-149,485	-149,485	CO.73 Adjust Emergency Operations Centre to account for reduced spend in 23/24, which has been added to the carry-
190425801560302	22-24 GMC Emergency Operations Centre	Contracts - Tendered Work	390,565	0	2,915,803	2,915,803	
		Total - WIP Account: 16000 - WIP Works	96,665	-1,178,854	-1,732,567	-553,713	
WIP Account: 16010 - WIP Fleet							
190146100174275	Heavy Fleet Replacements	Internal - Cont Other	0	0	-460,000	-460,000	CO.60 Carry over internal contribution from DWM for new fleet items.
		Total - WIP Account: 16010 - WIP Fleet	0	0	-460,000	-460,000	

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Account Number	Project Description	Natural Account Description	Actuals - 25PJACT	Current Budget - 25PJOB	Proposed Budget - 25PJCO	Amendment	Comment
WIP Account: 99999 - Suspense							
100030100160001	Community Relations	Salaries and Wages	5,003	88,922	91,584	2,661	
100030100176505	Community Relations	Oncost Expense	1,958	34,891	35,935	1,044	
100044100160001	Customer Liaison	Salaries and Wages	39,717	498,991	502,910	3,918	
100044100176505	Customer Liaison	Oncost Expense	17,050	202,641	204,179	1,537	
100083100160001	Marketing Operations	Salaries and Wages	11,978	215,202	217,150	1,949	
100083100176505	Marketing Operations	Oncost Expense	4,861	84,439	85,204	765	
100120100160001	Public Health Services	Salaries and Wages	13,911	176,286	176,708	422	
100120100176505	Public Health Services	Oncost Expense	5,428	69,170	69,336	166	
100121100160001	Compliance Services	Salaries and Wages	15,150	267,928	268,350	422	
100121100176505	Compliance Services	Oncost Expense	6,100	105,128	105,294	166	
100122100160001	Companion Animals Operations	Salaries and Wages	23,795	332,032	334,070	2,037	
100122100176505	Companion Animals Operations	Oncost Expense	9,173	130,281	131,080	800	
100125100160001	Biosecurity Act Enforcement (G)	Salaries and Wages	9,739	221,172	221,594	422	
100125100176505	Biosecurity Act Enforcement (G)	Oncost Expense	3,800	86,782	86,948	166	
100127100174500	Project Management	Job Cost Recovery	0	0	-110,449	-110,449	
100154100160014	On Cost Recovery	Superannuation	260,462	3,234,728	3,238,381	3,653	
100154100160015	On Cost Recovery	Workers Compensation Insurance	0	1,102,752	1,103,997	1,245	
100154100160016	On Cost Recovery	Fringe Benefits Tax	0	171,505	171,707	203	
100154100160020	On Cost Recovery	Other Employee Costs	15,118	171,505	171,707	203	Salaries & Wages Adjustments post June 1
100154100160024	On Cost Recovery	Annual Leave	141,202	2,162,725	2,165,280	2,555	
100154100160025	On Cost Recovery	Sick Leave	100,372	973,230	974,380	1,150	
100154100160026	On Cost Recovery	Long Service Leave	47,769	809,726	810,682	956	
100154100160027	On Cost Recovery	Other Leave	47,821	137,769	137,932	163	
100154100160028	On Cost Recovery	Public Holidays	0	973,230	974,380	1,150	
100154100174505	On Cost Recovery	Oncost Recovery	-664,980	-9,737,168	-9,748,445	-11,276	
100155100160009	Community Facilities Manager	Other Allowances	1,538	500	20,500	20,000	
100159100160001	Recreation Area	Salaries and Wages	4,771	205,667	209,151	3,485	
100159100176505	Recreation Area	Oncost Expense	2,494	80,698	82,065	1,367	
100223100160001	Workshop Management	Salaries and Wages	19,833	338,818	343,560	4,742	
100223100176505	Workshop Management	Oncost Expense	7,642	132,944	134,804	1,860	
100226100160001	Indoor Cleaning	Salaries and Wages	8,854	141,917	137,031	-4,886	
100226100176505	Indoor Cleaning	Oncost Expense	3,771	66,359	64,442	-1,917	
100260100160001	Development Liaison	Salaries and Wages	29,716	388,333	385,003	-3,330	
100260100176505	Development Liaison	Oncost Expense	11,595	152,372	151,066	-1,306	
189990100160001	Waste Management Employee Costs	Salaries and Wages	81,162	1,411,427	1,412,908	1,481	
189990100176505	Waste Management Employee Costs	Oncost Expense	34,786	566,939	567,520	581	
100355805515207	21/22 LRCI Footpaths Operating	Contract Asset Extinguished	0	0	-3,460	-3,460	CO.02 Account for final payment of LRCI2 funding to extinguish Contract Assets carried over from 23/24.
100518120660302	25-27 Reg & Local Rd Heavy Patching & Drainage Repairs	Contracts - Tendered Work	67,666	0	836,143	836,143	
100518139074002	25-27 Reg & Local Rd Heavy Patching & Drainage Repairs	Transfer from Unexpended Grants	0	0	-836,143	-836,143	CO.04 Add the budget for 24/25 for the Regional & Local Rd Repair Program as disclosed in the grant work plan.
100473101560302	Event Opportunities	Contracts - Tendered Work	0	40,000	55,000	15,000	
100473139074000	Event Opportunities	Transfer from Internal Reserves	0	0	-15,000	-15,000	CO.1 Carryover unspent funds for Hockey Facility Microwave Link (38166) & \$15k for Superbikes event that was created in

Proposed Budget Amendments - CARRBUD

Account Number	Project Description	Natural Account Description	Actuals - 25PJACT	Current Budget - 25PJOB	Proposed Budget - 25PJCO	Amendment	Comment
100232100160302	Aboriginal Cultural Heritage Study	Contracts - Tendered Work	0	0	58,689	58,689	CO.19 Allocate money to aboriginal heritage study project (which came in in 23/24) as requested by K Wool
100232139074000	Aboriginal Cultural Heritage Study	Transfer from Internal Reserves	0	0	-58,689	-58,689	
100357100141520	Marulan Flood Study/Foodplain Risk Mgt Plan (G)	2021 Floodplain Management Plan	0	0	-34,798	-34,798	CO.20 Allocate carried over budget from 23/24 to complete project in 24/25 financial year.
100357100160302	Marulan Flood Study/Foodplain Risk Mgt Plan (G)	Contracts - Tendered Work	0	0	46,500	46,500	
100357139074000	Marulan Flood Study/Foodplain Risk Mgt Plan (G)	Transfer from Internal Reserves	0	0	-15,500	-15,500	CO.21 Add expected budget as requested by Sarah Ruberto and extinguish contract liability created in 23/24.
100495100146006	23-25 Waterworks pumphouse painting	23-25 Caring for State Heritage	-7,080	0	-17,700	-17,700	
100495100160302	23-25 Waterworks pumphouse painting	Contracts - Tendered Work	0	0	35,400	35,400	
100495139074000	23-25 Waterworks pumphouse painting	Transfer from Internal Reserves	0	0	-15,226	-15,226	
100495139074002	23-25 Waterworks pumphouse painting	Transfer from Unexpended Grants	0	0	-8,850	-8,850	
100495806024302	23-25 Waterworks pumphouse painting	Contract Liability Extinguished - Cap - State	0	0	8,850	8,850	CO.22 Add expected budget and extinguish contract liability that was created in 23/24.
100497100146008	23/24 Rocky Hill Museum Collection Significance Assessment	22/23 NSW Community Heritage Grants Program	0	0	-5,500	-5,500	
100497100160302	23/24 Rocky Hill Museum Collection Significance Assessment	Contracts - Tendered Work	0	0	5,500	5,500	
100497139074002	23/24 Rocky Hill Museum Collection Significance Assessment	Transfer from Unexpended Grants	0	0	-5,500	-5,500	
100497806024252	23/24 Rocky Hill Museum Collection Significance Assessment	Contract Liability Extinguished - Op - Commonwealth	0	0	5,500	5,500	
100500100149001	23/24 Rocky Hill War Memorial Virtual Tour Guide	23/24 Volunteer Museum Grants - Project Development Program	0	0	-5,940	-5,940	CO.23 Add expected budget and extinguish contract liability that was created in 23/24
100500100160302	23/24 Rocky Hill War Memorial Virtual Tour Guide	Contracts - Tendered Work	0	0	5,940	5,940	
100500139074002	23/24 Rocky Hill War Memorial Virtual Tour Guide	Transfer from Unexpended Grants	0	0	-5,940	-5,940	CO.24 Add expected budget and extinguish contract liability that was created in 23/24
100500806024202	23/24 Rocky Hill War Memorial Virtual Tour Guide	Contract Liability Extinguished - Op -State	0	0	5,940	5,940	
100507100146016	23-24 Drought Resilience Project Plan Development	23/24 Regional Drought Resilience Planning Program Round 2	0	0	-55,324	-55,324	
100507100160302	23-24 Drought Resilience Project Plan Development	Contracts - Tendered Work	0	0	55,324	55,324	CO.25 Add expected budget and extinguish contract liability that was created in 23/24
100507139074002	23-24 Drought Resilience Project Plan Development	Transfer from Unexpended Grants	0	0	-55,324	-55,324	
100507806024302	23-24 Drought Resilience Project Plan Development	Contract Liability Extinguished - Cap - State	0	0	55,324	55,324	CO.25 Add expected budget and extinguish contract liability that was created in 23/24
100515100146021	Oct 2024 Spring Youth Holiday Activities - Kangaroo Valley	Winter & Spring 2024 - Regional Youth Holiday Break	0	0	-7,000	-7,000	
100515100160302	Oct 2024 Spring Youth Holiday Activities - Kangaroo Valley	Contracts - Tendered Work	0	0	7,000	7,000	
100515139074002	Oct 2024 Spring Youth Holiday Activities - Kangaroo Valley	Transfer from Unexpended Grants	0	0	-7,000	-7,000	
100515806024202	Oct 2024 Spring Youth Holiday Activities - Kangaroo Valley	Contract Liability Extinguished - Op -State	0	0	7,000	7,000	
100102100160205	Art Gallery	Materials - General	0	32,000	74,025	42,025	CO.41 Carryover \$42k required for the Collections Management System as requested by Sarah Ruberto
100102139074000	Art Gallery	Transfer from Internal Reserves	0	0	-42,025	-42,025	
100225100160302	Election Expenses	Contracts - Tendered Work	0	250,000	248,201	-1,799	CO.42 Reduce expenditure to account for money spent in 23/24 financial year.
100225139074000	Election Expenses	Transfer from Internal Reserves	0	-142,962	-141,163	1,799	
100377100160302	Public Art Repairs/Maintenance	Contracts - Tendered Work	0	5,250	10,250	5,000	CO.43 Increase budget by \$5k from transfer to requested in 23/24 for the Meridian Arch Demolition.
100377139074000	Public Art Repairs/Maintenance	Transfer from Internal Reserves	0	0	-5,000	-5,000	
100485100160302	Economic Development Strategy	Contracts - Tendered Work	0	40,000	70,000	30,000	CO.44 Carried over \$30k unspent from 23/24 to be spent in 24/25 as requested by Danae Vitnell
100485139074000	Economic Development Strategy	Transfer from Internal Reserves	0	0	-30,000	-30,000	
100486100160302	Employment Lands Strategy	Contracts - Tendered Work	0	0	70,000	70,000	CO.45 Carried over \$70k unspent from 23/24 to be spent in 24/25 as requested by Danae Vitnell.
100486139074000	Employment Lands Strategy	Transfer from Internal Reserves	0	0	-70,000	-70,000	

Proposed Budget Amendments - CARRBUD

Account Number	Project Description	Natural Account Description	Actuals - 25PJACT	Current Budget - 25PJOB	Proposed Budget - 25PJCO	Amendment	Comment
100382100160320	Roads Condition Assessment	Consultancy Fees	0	150,000	400,000	250,000	CO.46 Carried over required unspent funds from 23/24 to be spent in 24/25 financial year.
100382139074000	Roads Condition Assessment	Transfer from Internal Reserves	0	-150,000	-400,000	-250,000	
100502100146010	23-26 Gbn Overland Flooding Risk Study & Management Plan	22/23 Floodplain Management Program	0	0	-50,000	-50,000	CO.47 Carried over unspent funds from 23/24 and added budget according to grantdeed and Kate Wooll.
100502100160302	23-26 Gbn Overland Flooding Risk Study & Management Plan	Contracts - Tendered Work	0	0	75,000	75,000	
100502139074000	23-26 Gbn Overland Flooding Risk Study & Management Plan	Transfer from Internal Reserves	0	0	-25,000	-25,000	
100367100141429	BLER - Bungonia Village Project	21/22 Bushfire Local Economy Recovery Villages Operating	0	0	-203	-203	CO.56 Extinguish the contract assets on the 21/22 BLERF program that were created in 23/24 to complete the projects.
100367100160302	BLER - Bungonia Village Project	Contracts - Tendered Work	0	0	203	203	
100367805515207	BLER - Bungonia Village Project	Contract Asset Extinguished	0	0	-144,075	-144,075	CO.57 Budget for extinguishing the contract asset for this project created in 23/24.
100467805515207	PAMP Strategy	Contract Asset Extinguished	0	0	-121,977	-121,977	
100493100141464	23/24 Storm Quality Improvement Devices Audit	22/23 Water NSW Urban Program 22-24 Partnership (Operating)	0	0	-93,600	-93,600	CO.61 Adjust CO budget for Stowm Quality Improvement Devices Audit, council contribution and budgeted completion of project in 24/25
100493100160302	23/24 Storm Quality Improvement Devices Audit	Contracts - Tendered Work	0	0	187,200	187,200	
100493139074002	23/24 Storm Quality Improvement Devices Audit	Transfer from Unexpended Grants	0	0	-93,600	-93,600	
100493806024302	23/24 Storm Quality Improvement Devices Audit	Contract Liability Extinguished - Cap - State	0	0	93,600	93,600	CO.A02 Adjust expense budget from Met General to Contract
100274100160205	56 Clinton St - First Floor	Materials - General	105	15,000	13,200	-1,800	
100274100160302	56 Clinton St - First Floor	Contracts - Tendered Work	0	4,000	5,800	1,800	Tendered worksfor Clinton Street Airconditioning contract
100476100141436	22-25 Youth Investment Program	22/23 Connect, Support & Empower Youth Program	0	-255,278	-310,967	-55,689	CO.A03 Adjust Youth project to account for remaining grant and council contribution
100476100160302	22-25 Youth Investment Program	Contracts - Tendered Work	0	73,213	176,732	103,519	
100476139074002	22-25 Youth Investment Program	Transfer from Unexpended Grants	0	-21,847	-77,536	-55,689	
100476806024202	22-25 Youth Investment Program	Contract Liability Extinguished - Op -State	0	21,847	77,536	55,689	
		Total - WIP Account: 99999 - Suspense	382,279	6,061,063	5,859,760	-201,304	
		Total - General Fund	478,944	4,882,209	3,667,193	-1,215,017	

Entity: 20 - Domestic Waste Management							
WIP Account: 99999 - Suspense							
200001100160001	Domestic Waste Management	Salaries and Wages	15,649	150,344	152,033	1,688	Salaries & Wages Adjustments post June 1
200001100176505	Domestic Waste Management	Oncost Expense	6,364	58,991	59,654	663	
200001100176275	Domestic Waste Management	Internal - Contribution Other	0	0	460,000	460,000	CO.60 Carry over internal contribution from DWM for new fleet items.
		Total - WIP Account: 99999 - Suspense	22,013	209,335	671,686	462,351	
		Total - Domestic Waste Management	22,013	209,335	671,686	462,351	

Proposed Budget Amendments - CARRBUD

Account Number	Project Description	Natural Account Description	Actuals - 25PJACT	Current Budget - 25PJOB	Proposed Budget - 25PJCO	Amendment	Comment
Entity: 30 - Water Fund							
WIP Account: 16000 - WIP Works							
390006139074001	Goulburn WTP Raw Water Augmentation	Transfer from Developer Contributions	0	0	-2,027,130	-2,027,130	
390006139074003	Goulburn WTP Raw Water Augmentation	Transfer from Unexpended Loans	0	0	-121,982	-121,982	
390006139074009	Goulburn WTP Raw Water Augmentation	Transfer from Other External Restrictions	0	0	-2,462,144	-2,462,144	CO.03 Carryover unspent funds from Raw Water Augmentation project in 23/24
390006139074000	Goulburn WTP Raw Water Augmentation	Transfer from Internal Reserves	0	0	-1,000,000	-1,000,000	
390006801560302	Goulburn WTP Raw Water Augmentation	Contracts - Tendered Work	0	0	5,615,672	5,615,672	
390021139074009	Marulan WTP Renewal	Transfer from Other External Restrictions	0	-6,303,168	-6,626,553	-323,385	CO.05 Carryover unspent funds from Marulan WTP project in 23/24.
390021801560302	Marulan WTP Renewal	Contracts - Tendered Work	0	10,000,000	10,323,385	323,385	
390049801560302	Bradfordville Main Relocation	Contracts - Tendered Work	58,348	0	313,967	313,967	CO.06 Carryover unspent funds from Bradfordville Main Relocation Project from 23/24.
390049139074009	Bradfordville Main Relocation	Transfer from Other External Restrictions	0	0	-313,967	-313,967	
390070139074009	Goulburn WTP Clarifiers Mechanical Rehabilitation	Transfer from Other External Restrictions	0	-280,000	-492,458	-212,458	CO.07 Carryover unspent funds from Gbn WTP Clarifiers project to be spent in the 24/25 FY.
390070801560302	Goulburn WTP Clarifiers Mechanical Rehabilitation	Contracts - Tendered Work	16,023	350,000	562,458	212,458	
390075139074009	Rossi - Sooley Pipeline Valves	Transfer from Other External Restrictions	0	0	-385,000	-385,000	CO.8 Carryover unspent funds from project to be spent in this financial year.
390075801560302	Rossi - Sooley Pipeline Valves	Contracts - Tendered Work	0	0	385,000	385,000	
390076139074009	Treated Water Chlorine Analysis	Transfer from Other External Restrictions	0	-100,000	-183,325	-83,325	CO.9 Carryover \$83k from 23/24 that was transferred to reserves to be spent this financial year.
390076802560205	Treated Water Chlorine Analysis	Materials - General	0	60,000	103,325	43,325	
390076802560302	Treated Water Chlorine Analysis	Contracts - Tendered Work	0	40,000	80,000	40,000	
		Total - WIP Account: 16000 - WIP Works	74,371	3,766,832	3,771,248	4,416	
WIP Account: 99999 - Suspense							
300002100160001	Water Management - Engineering & Supervisions	Salaries and Wages	26,692	397,106	404,809	7,703	
300002100176505	Water Management - Engineering & Supervisions	Oncost Expense	10,951	155,814	158,837	3,022	
389999100160001	Utilities Employee Costs	Salaries and Wages	107,801	1,675,113	1,670,371	-4,742	Salaries & Wages Adjustments post June 1
389999100176505	Utilities Employee Costs	Oncost Expense	41,536	657,271	655,411	-1,860	
		Total - WIP Account: 99999 - Suspense	186,979	2,885,305	2,889,428	4,123	
		Total - Water Fund	261,350	6,652,137	6,660,676	8,539	
Entity: 40 - Sewer Fund							
WIP Account: 16000 - WIP Works							
490003139074009	Marulan Pump Station Improvements	Transfer from Other External Restrictions	0	0	-268,087	-268,087	CO.10 Carryover unspent \$268k from 23/24 to be spent in 24/25 FY.
490003801560302	Marulan Pump Station Improvements	Contracts - Tendered Work	0	1,500,000	1,768,087	268,087	
490005139074009	Goulburn Mains Rehabilitation	Transfer from Other External Restrictions	0	0	-431,691	-431,691	CO.11 Carryover unspent \$431k from 23/24 to be spent in 24/25 FY.
490005801560302	Goulburn Mains Rehabilitation	Contracts - Tendered Work	0	1,000,000	1,431,691	431,691	
490015139074009	Nth Gbn PS Rising Main-Capacity & Storage	Transfer from Other External Restrictions	0	-491,201	-946,379	-455,178	CO.12 Carryover unspent \$455k from 23/24 to be spent in 24/25 FY.
490015801560302	Nth Gbn PS Rising Main-Capacity & Storage	Contracts - Tendered Work	0	491,201	946,379	455,178	
490061139074009	Kenmore Hospital PS Power	Transfer from Other External Restrictions	0	0	-174,263	-174,263	CO.13 Carryover unspent \$174k from 23/24 to be spent in 24/25 FY.
490061801560302	Kenmore Hospital PS Power	Contracts - Tendered Work	0	0	174,263	174,263	
490066139074009	The Avenue Repair Works	Transfer from Other External Restrictions	0	0	-450,502	-450,502	CO.14 Carryover project expenditure unspent in the 23/24 financial year.
490066801560302	The Avenue Repair Works	Contracts - Tendered Work	0	0	450,502	450,502	

Proposed Budget Amendments - CARRBUD

Account Number	Project Description	Natural Account Description	Actuals - 25PJACT	Current Budget - 25PJOB	Proposed Budget - 25PJCO	Amendment	Comment
490008100141620	Marulan WWTP - Renewal	22/23 NSW Regional Housing Fund	0	-1,079,653	-1,289,270	-209,617	
490008139074002	Marulan WWTP - Renewal	Transfer from Unexpended Grants	0	-1,079,653	-1,289,270	-209,617	CO.15 Increase contract liability to be extinguished to account for underspend in 23/24.
490008801560302	Marulan WWTP - Renewal	Contracts - Tendered Work	0	4,700,000	4,909,617	209,617	
490008806024302	Marulan WWTP - Renewal	Contract Liability Extinguished - Cap - State	0	1,079,653	1,289,270	209,617	
490067100141576	Goulburn WWTP Extension	22/23 Accelerated Infrastructure Fund Round 3	0	-5,296,800	-5,363,930	-67,130	CO.16 Increase contract liability and expenditure to account for project underspend in 23/24
490067139074001	Goulburn WWTP Extension	Transfer from Developer Contributions	0	-1,000,000	-1,145,817	-145,817	
490067139074002	Goulburn WWTP Extension	Transfer from Unexpended Grants	0	-5,296,800	-5,363,930	-67,130	
490067800060302	Goulburn WWTP Extension	Contracts - Tendered Work	0	0	50,000	50,000	
490067801560205	Goulburn WWTP Extension	Materials - General	0	0	104,465	104,465	
490067801560302	Goulburn WWTP Extension	Contracts - Tendered Work	0	12,000,000	12,058,482	58,482	
490067806024301	Goulburn WWTP Extension	Contract Liability Created - Cap - State	0	5,296,800	5,363,930	67,130	
490026100141601	SN Growing Local Economies Common St (G)	Cap Grants - Sewerage Services	0	0	-314,515	-314,515	CO.17 Add carried over budget for project that was underspent in 23/24.
490026139074001	SN Growing Local Economies Common St (G)	Transfer from Developer Contributions	0	0	-157,456	-157,456	
490026801560302	SN Growing Local Economies Common St (G)	Contracts - Tendered Work	0	0	471,971	471,971	
		Total - WIP Account: 16000 - WIP Works	0	11,823,547	11,823,547	0	
WIP Account: 99999 - Suspense							
400002100160001	Waste Water Management - Engineering & Supervision	Salaries and Wages	33,176	467,119	477,883	10,763	Salaries & Wages Adjustments post June 1
400002100176505	Waste Water Management - Engineering & Supervision	Oncost Expense	13,380	183,286	187,509	4,223	
		Total - WIP Account: 99999 - Suspense	46,556	650,405	665,391	14,986	
		Total - Sewer Fund	46,556	12,473,952	12,488,938	14,986	
Grand Total			808,864	24,217,634	23,488,493	-729,140	

15.12 MONTHLY FINANCIAL REPORT

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

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. Monthly Financial Report [↓](#) 

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

RECOMMENDATION

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

BACKGROUND

To provide details on Council’s actual income and expenditure compared to the estimate of Council’s income and expenditure.

This report is made in compliance with the requirements of the *Local Government (General) Regulation 2005 – Reg 202 (a)*, relating to Council's responsible accounting officer to maintain a system for budgetary control.

REPORT

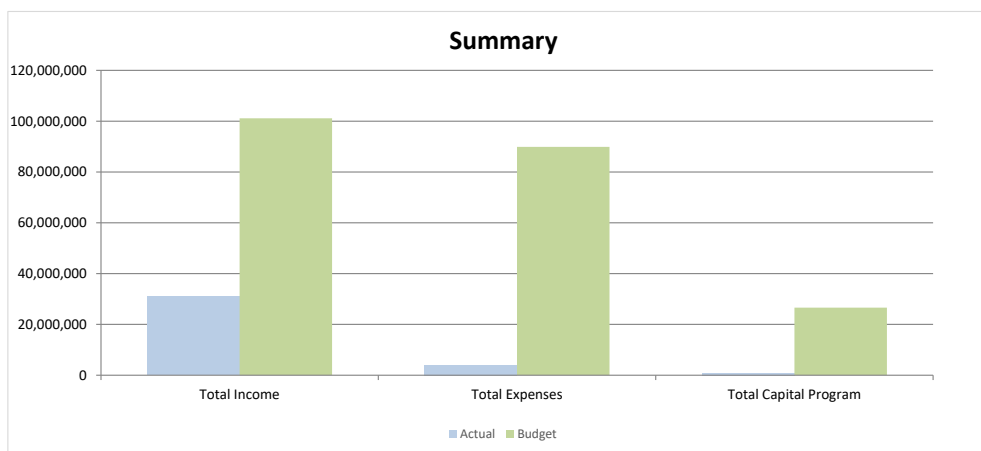
The Attachment includes the Capital Expenditure Year-to-Date Reports by Directorate along with reports comparing Council’s year-to-date income and expenditure against the annual budget for each of the funds for the 2023/24 financial year.



Council Summary Report by Fund for 2024/25
for YTD Period Ending July

Date Report Run: 24-Jul-2024

Description	Original Budget 25PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 25PJOB	% of Time:	
							\$ Variance	% of Budget
General Fund								
Income								
Rates & Annual Charges	29,433,120	29,297,532	0	0	29,297,532	29,433,120	135,588	100%
User Charges & Fees	9,270,240	887,186	0	0	887,186	9,270,240	8,383,054	10%
Interest & Investment Revenue	885,000	-570,292	0	0	-570,292	885,000	1,455,292	-64%
Other Revenues	1,634,673	119,479	0	0	119,479	1,634,673	1,515,195	7%
Operating Grants & Contributions	11,938,342	63,221	0	0	63,221	11,938,342	11,875,121	1%
Internal Income	22,136,425	0	0	0	0	22,136,425	22,136,425	0%
Total Income	75,297,800	29,797,126	0	0	29,797,126	75,297,800	45,500,674	40%
Expense								
Employee costs	29,244,118	1,307,279	5,669	0	1,312,948	29,244,118	27,931,170	4%
Materials & Contracts	19,319,119	2,623,944	1,793,568	2,118,701	6,536,212	19,319,119	12,782,907	34%
Borrowing Costs	836,845	86,997	0	0	86,997	836,845	749,848	10%
Depreciation & Impairment	25,806,209	0	0	0	0	25,806,209	25,806,209	0%
Other Expenses	1,008,984	3,664	0	0	3,664	1,008,984	1,005,321	0%
Internal Expenses	13,650,418	0	0	0	0	13,650,418	13,650,418	0%
Total Expense	89,865,693	4,021,883	1,799,237	2,118,701	7,939,820	89,865,693	81,925,873	9%
Operating Surplus/(Deficit) before Capi	-14,567,893	25,775,243	-1,799,237	-2,118,701	21,857,306	-14,567,893	-36,425,199	-150%
Capital Income								
Capital Grants & Contributions	14,692,215	1,247,542	0	0	1,247,542	14,692,215	13,444,673	8%
Operating Surplus/(Deficit) after Capita	124,322	27,022,785	-1,799,237	-2,118,701	23,104,848	124,322	-22,980,525	18585%
Non Cash								
Depreciation & Impairment	25,806,209	0	0	0	0	25,806,209	25,806,209	0%
Total Non Cash	25,806,209	0	0	0	0	25,806,209	0	0%
Investing Fund Flows								
Capital Works	-26,611,655	-967,965	-16,359	-16,451,452	-17,435,776	-26,611,655	-9,175,879	66%
Asset Sales	462,000	15,292	0	0	15,292	462,000	446,708	3%
Total Investing Fund Flows	-26,149,655	-952,673	-16,359	-16,451,452	-17,420,484	-26,149,655	-8,729,171	67%
Financing Fund Flows								
Loan Principal	-1,808,545	-123,852	0	0	-123,852	-1,808,545	-1,684,693	7%
Total Financing Fund Flows	-1,808,545	-123,852	0	0	-123,852	-1,808,545	-1,684,693	7%
Net Inc/(Dec) in Funds before Transfers	-2,027,668	25,946,260	-1,815,595	-18,570,152	5,560,512	-2,027,668	-7,588,180	-274%
Reserve Movements								
Transfers to Internal Reserves	-1,357,190	0	0	0	0	-1,357,190	-1,357,190	0%
Transfers to Developer Contributions	-2,819,500	0	0	0	0	-2,819,500	-2,819,500	0%
Transfers from Internal Reserves	1,987,046	0	0	0	0	1,987,046	1,987,046	0%
Transfers from Developer Contributions	1,140,700	0	0	0	0	1,140,700	1,140,700	0%
Transfers from Other External Reserves	21,847	0	0	0	0	21,847	21,847	0%
Total Reserve Movements	-1,027,097	0	0	0	0	-1,027,097	-1,027,097	0%
Net Inc/(Dec) in Unrestricted Funds	-3,054,765	25,946,260	-1,815,595	-18,570,152	5,560,512	-3,054,765	-8,615,277	-182%

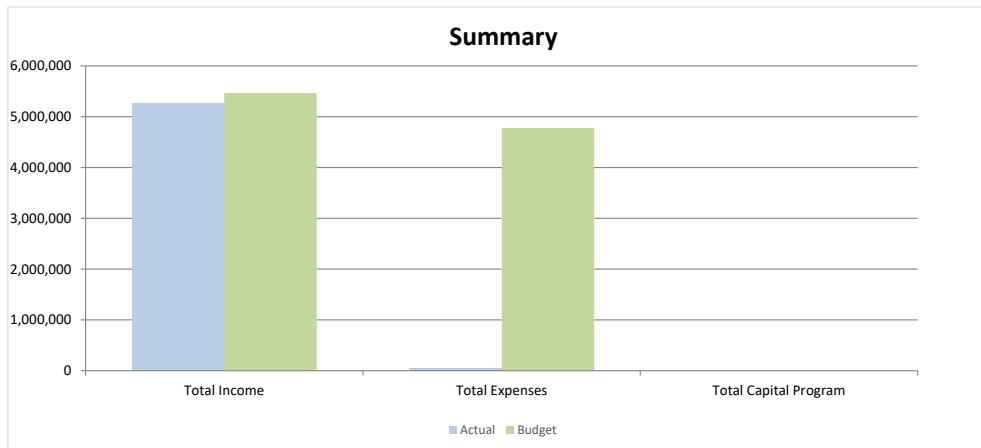




Council Summary Report by Fund for 2024/25
for YTD Period Ending July

Date Report Run: 24-Jul-2024

Description	Original Budget 25PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 25PJOB	% of Time:	
							\$ Variance	7%
Domestic Waste Management								
Income								
Rates & Annual Charges	5,299,980	5,296,886	0	0	5,296,886	5,299,980	3,094	100%
Interest & Investment Revenue	125,000	-33,021	0	0	-33,021	125,000	158,021	-26%
Other Revenues	39,581	2,123	0	0	2,123	39,581	37,458	5%
Total Income	5,464,561	5,265,988	0	0	5,265,988	5,464,561	198,573	96%
Expense								
Employee costs	1,021,777	31,840	0	0	31,840	1,021,777	989,937	3%
Materials & Contracts	1,001,127	11,723	0	281,238	292,962	1,001,127	708,166	29%
Internal Expenses	2,754,086	0	0	0	0	2,754,086	2,754,086	0%
Total Expense	4,776,991	43,564	0	281,238	324,802	4,776,991	4,452,189	7%
Operating Surplus/(Deficit) before Capi	687,570	5,222,424	0	-281,238	4,941,186	687,570	-4,253,616	719%
Capital Income								
Operating Surplus/(Deficit) after Capita	687,570	5,222,424	0	-281,238	4,941,186	687,570	-4,253,616	719%
Non Cash								
Total Non Cash	0	0	0	0	0	0	0	0%
Investing Fund Flows								
Capital Works	0	0	0	0	0	0	0	0%
Asset Sales	0	0	0	0	0	0	0	0%
Total Investing Fund Flows	0	0	0	0	0	0	0	0%
Financing Fund Flows								
Total Financing Fund Flows	0	0	0	0	0	0	0	0%
Net Inc/(Dec) in Funds before Transfers	687,570	5,222,424	0	-281,238	4,941,186	687,570	-4,253,616	719%
Reserve Movements								
Total Reserve Movements	0	0	0	0	0	0	0	0%
Net Inc/(Dec) in Unrestricted Funds	687,570	5,222,424	0	-281,238	4,941,186	687,570	-4,253,616	719%

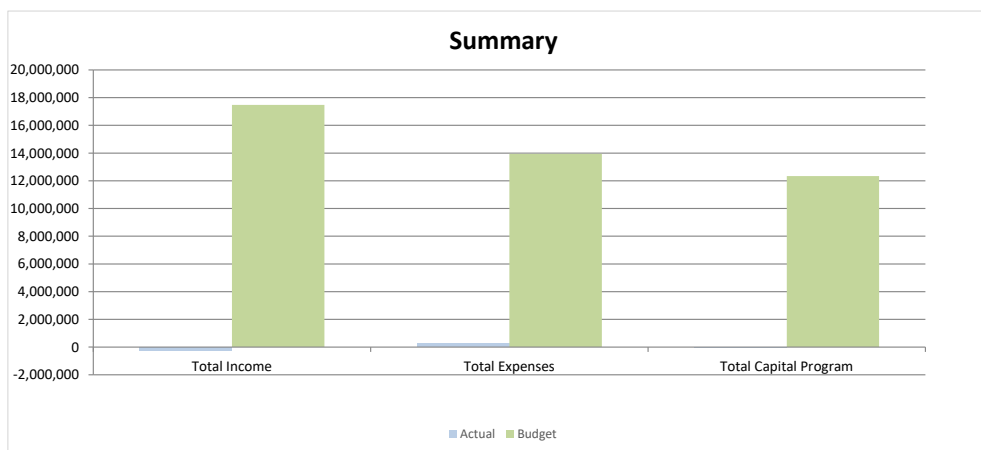




Council Summary Report by Fund for 2024/25
for YTD Period Ending July

Date Report Run: 24-Jul-2024

Description	Original Budget 25PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 25PJOB	% of Time:	
							\$ Variance	% of Budget
Income								
Rates & Annual Charges	3,018,717	-22	0	0	-22	3,018,717	3,018,739	0%
User Charges & Fees	8,502,536	17,625	0	0	17,625	8,502,536	8,484,911	0%
Interest & Investment Revenue	1,225,000	-362,377	0	0	-362,377	1,225,000	1,587,377	-30%
Other Revenues	168,552	31	0	0	31	168,552	168,520	0%
Operating Grants & Contributions	46,597	0	0	0	0	46,597	46,597	0%
Total Income	12,961,401	-344,743	0	0	-344,743	12,961,401	13,306,144	-3%
Expense								
Employee costs	1,991,119	115,996	0	0	115,996	1,991,119	1,875,123	6%
Materials & Contracts	3,947,801	88,260	0	173,196	261,456	3,947,801	3,686,345	7%
Borrowing Costs	650,795	54,694	0	0	54,694	650,795	596,101	8%
Depreciation & Impairment	4,520,654	0	0	0	0	4,520,654	4,520,654	0%
Internal Expenses	2,828,700	0	0	0	0	2,828,700	2,828,700	0%
Total Expense	13,939,068	258,950	0	173,196	432,146	13,939,068	13,506,923	3%
Operating Surplus/(Deficit) before Capi	-977,667	-603,693	0	-173,196	-776,888	-977,667	-200,779	79%
Capital Income								
Capital Grants & Contributions	614,116	88,252	0	0	88,252	614,116	525,864	14%
Operating Surplus/(Deficit) after Capita	-363,551	-515,441	0	-173,196	-688,637	-363,551	325,086	189%
Non Cash								
Depreciation & Impairment	4,520,654	0	0	0	0	4,520,654	4,520,654	0%
Total Non Cash	4,520,654	0	0	0	0	4,520,654	0	0%
Investing Fund Flows								
Capital Works	-12,347,103	-11,414	0	-1,855,558	-1,866,972	-12,347,103	-10,480,131	15%
Asset Sales	0	0	0	0	0	0	0	0%
Total Investing Fund Flows	-12,347,103	-11,414	0	-1,855,558	-1,866,972	-12,347,103	-10,480,131	15%
Financing Fund Flows								
Loan Principal	-459,873	-47,006	0	0	-47,006	-459,873	-412,867	10%
Total Financing Fund Flows	-459,873	-47,006	0	0	-47,006	-459,873	-412,867	10%
Net Inc/(Dec) in Funds before Transfers	-8,649,873	-573,861	0	-2,028,754	-2,602,615	-8,649,873	-6,047,258	30%
Reserve Movements								
Transfers to Developer Contributions	-375,000	0	0	0	0	-375,000	-375,000	0%
Transfers from Developer Contributions	874,235	0	0	0	0	874,235	874,235	0%
Transfers from Other External Reserves	7,088,376	0	0	0	0	7,088,376	7,088,376	0%
Total Reserve Movements	7,587,611	0	0	0	0	7,587,611	7,587,611	0%
Net Inc/(Dec) in Unrestricted Funds	-1,062,262	-573,861	0	-2,028,754	-2,602,615	-1,062,262	1,540,353	245%

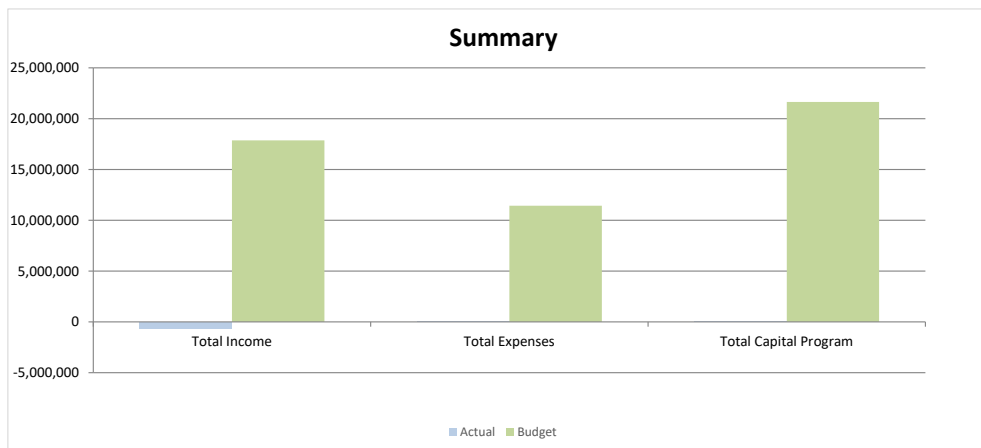




Council Summary Report by Fund for 2024/25
for YTD Period Ending July

Date Report Run: 24-Jul-2024

Description	Original Budget 25PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 25PJOB	% of Time:	
							\$ Variance	% of Budget
Income								7%
Rates & Annual Charges	11,014,606	-22	0	0	-22	11,014,606	11,014,628	0%
User Charges & Fees	2,172,998	3,634	0	0	3,634	2,172,998	2,169,365	0%
Interest & Investment Revenue	1,420,000	-682,692	0	0	-682,692	1,420,000	2,102,692	-48%
Other Revenues	15,332	0	0	0	0	15,332	15,332	0%
Total Income	14,622,936	-679,081	0	0	-679,081	14,622,936	15,302,017	-5%
Expense								
Employee costs	2,183,416	46,366	0	0	46,366	2,183,416	2,137,050	2%
Materials & Contracts	3,777,275	18,443	955	373,420	392,818	3,777,275	3,384,457	10%
Borrowing Costs	1,056	28,076	0	0	28,076	1,056	-27,020	2659%
Depreciation & Impairment	3,246,988	0	0	0	0	3,246,988	3,246,988	0%
Internal Expenses	2,213,392	0	0	0	0	2,213,392	2,213,392	0%
Total Expense	11,422,127	92,885	955	373,420	467,260	11,422,127	10,954,867	4%
Operating Surplus/(Deficit) before Capi	3,200,809	-771,966	-955	-373,420	-1,146,341	3,200,809	4,347,149	-36%
Capital Income								
Capital Grants & Contributions	6,996,453	24,525	0	0	24,525	6,996,453	6,971,928	0%
Operating Surplus/(Deficit) after Capite	10,197,262	-747,441	-955	-373,420	-1,121,816	10,197,262	11,319,077	-11%
Non Cash								
Depreciation & Impairment	3,246,988	0	0	0	0	3,246,988	3,246,988	0%
Total Non Cash	3,246,988	0	0	0	0	3,246,988	0	0%
Investing Fund Flows								
Capital Works	-21,649,277	-2,293	-32,799	-1,058,189	-1,093,281	-21,649,277	-20,555,996	5%
Asset Sales	0	0	0	0	0	0	0	0%
Total Investing Fund Flows	-21,649,277	-2,293	-32,799	-1,058,189	-1,093,281	-21,649,277	-20,555,996	5%
Financing Fund Flows								
Loan Principal	5,869	-24,130	0	0	-24,130	5,869	29,999	-411%
Total Financing Fund Flows	5,869	-24,130	0	0	-24,130	5,869	29,999	-411%
Net Inc/(Dec) in Funds before Transfers	-8,199,158	-773,863	-33,754	-1,431,609	-2,239,226	-8,199,158	-5,959,932	27%
Reserve Movements								
Transfers to Developer Contributions	-530,000	0	0	0	0	-530,000	-530,000	0%
Transfers from Developer Contributions	1,402,066	0	0	0	0	1,402,066	1,402,066	0%
Transfers from Other External Reserves	14,988,386	0	0	0	0	14,988,386	14,988,386	0%
Total Reserve Movements	15,860,452	0	0	0	0	15,860,452	15,860,452	0%
Net Inc/(Dec) in Unrestricted Funds	7,661,294	-773,863	-33,754	-1,431,609	-2,239,226	7,661,294	9,900,520	-29%

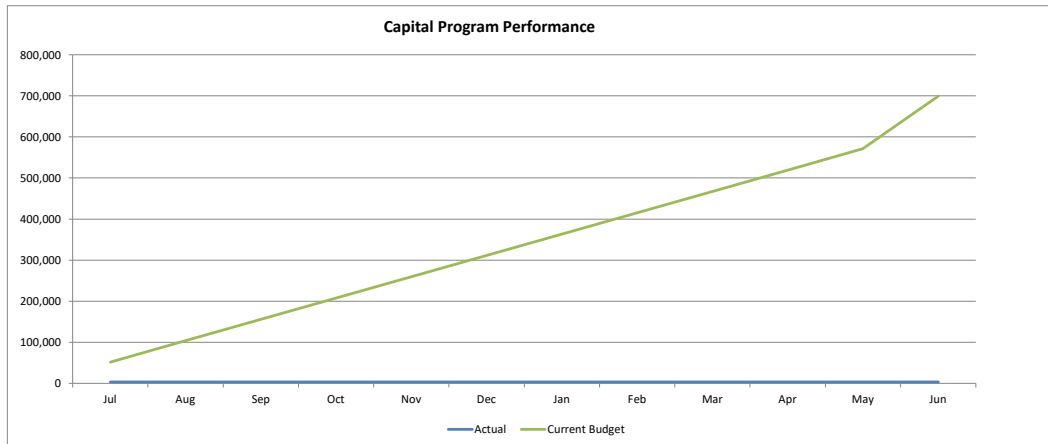




Corporate and Community Services Capital Report by Business Unit for 2024/25
for YTD Period Ending July

Date Report Run: 24-Jul-2024

Description	Renewal %	Original Budget 25PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 25PJOB	\$ Variance	% of Time	% of Budget	Status	Comments
140 - Innovation & Technology												
IT Renewal Assets	Renewal 100%	425,000	0	0	45,017	45,017	425,000	379,983		11%	Not due to commence	Procurement to be undertaken throughout the year. Initial orders raised.
Contingency	Renewal 0%	50,000	0	0	0	0	50,000	50,000		0%	Not due to commence	
Printer Replacements	Renewal 100%	110,285	0	0	0	0	110,285	110,285		0%	Not due to commence	Purchases expected to take place during December quarter
Goulburn Waterworks Security & Communication	Renewal 0%	150,000	0	0	0	0	150,000	150,000		0%	Not due to commence	Work expected to start in September
		735,285	0	0	45,017	45,017	735,285	690,268		6%		
180 - Marketing & Culture												
VIC Replacement Assets	Renewal 100%	7,500	0	0	0	0	7,500	7,500		0%	Not due to commence	Expected to commence Q3.
Library Renewal Assets	Renewal 100%	5,000	0	0	0	0	5,000	5,000		0%	Not due to commence	
Book Resources Gbn Library	Renewal 100%	127,000	5,600	0	121,095	126,695	127,000	305		100%	On time, on budget	Resources allocated for full FY. Will come in under budget.
Art Gallery Acquisitions	Renewal 0%	10,000	0	0	0	0	10,000	10,000		0%	Not due to commence	Expected to commence Q3/Q4
Art Gallery - P&E Renewal	Renewal 100%	5,000	0	0	0	0	5,000	5,000		0%	Not due to commence	Expected to commence Q2.
Museum Capital Works - Renewal	Renewal 100%	15,000	0	0	0	0	15,000	15,000		0%	Not due to commence	
Rocky Hill Toilet Block Refurbishment	Renewal 100%	50,000	0	0	0	0	50,000	50,000		0%	Not due to commence	Matched grant funding required - options currently being explored
Collection Conservation/Framing	Renewal 0%	5,000	0	0	0	0	5,000	5,000		0%	Not due to commence	
Art Gallery Renewals	Renewal 80%	10,000	0	0	0	0	10,000	10,000		0%	Not due to commence	Expected to commence Q2.
St Clair Villa - Stage 2 Rising Damp	Renewal 100%	0	0	0	405,736	405,736	0	-405,736		0%	Quarterly review, carryover required	Funds being carried forward from 23/24
St Clair Conservation Works	Renewal 100%	10,000	0	0	0	0	10,000	10,000		0%	Not due to commence	Expected to commence Q3/Q4
		244,500	5,600	0	526,831	532,431	244,500	-287,931		218%		
270 - Property & Community Services												
Clinton St Offices Upgrade	Renewal 100%	50,000	0	0	0	0	50,000	50,000		0%	Not due to commence	Work on end-of-life air conditioning units required. Specifications being developed.
GPAC Capital Upgrades/Plant & Equipment	Renewal 0%	20,000	0	0	0	0	20,000	20,000		0%	Not due to commence	May require additional funds - work will not commence until second half of year.
		70,000	0	0	0	0	70,000	70,000		0%		
Total Capital Program		1,049,785	5,600	0	571,849	577,449	1,049,785	472,336		0%		





Utilities Capital Report by Business Unit for 2024/25
for YTD Period Ending July

Date Report Run: 24-Jul-2024

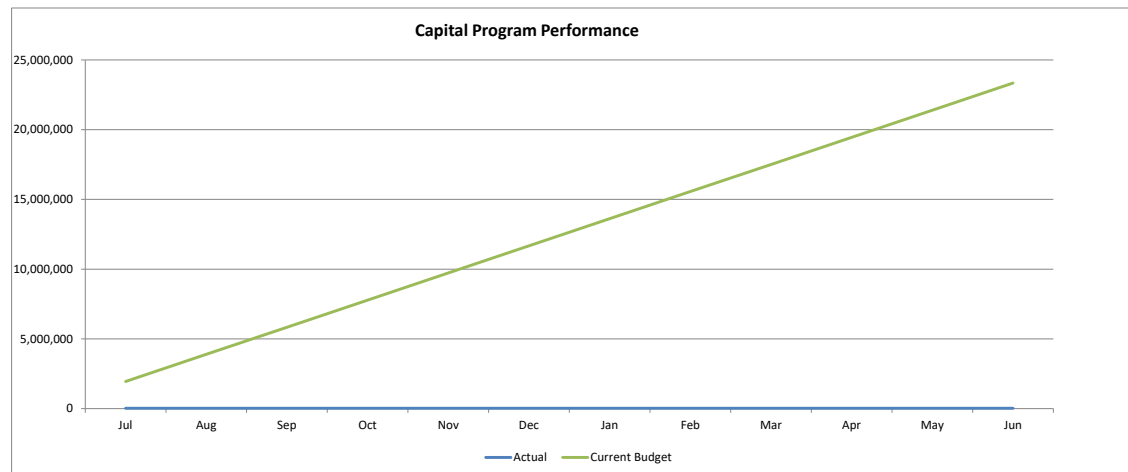
Description	Renewal %	Original Budget 25PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 25PJOB	\$ Variance	% of Time:		Status	Comments
									8%	% of Budget		
240 - Waste Management												
Environmental Improvement Works Goulburn	Renewal 100%	50,000	0	0	21,350	21,350	50,000	28,650		43%	On time, on budget	Carryover from 23/24 also requested.
Environmental Improvement Works Marulan	Renewal 100%	20,000	0	0	0	0	20,000	20,000		0%	Not due to commence	Carryover from 23/24 also requested.
Replacement Bins & Lifters	Renewal 100%	30,000	0	0	0	0	30,000	30,000		0%	Not due to commence	
Goulburn WMC Improvements - New	Renewal 0%	0	24,597	0	76,665	101,261	0	-101,261		0%	Completed	
Commercial Waste Tubs - Renew	Renewal 100%	20,000	0	0	0	0	20,000	20,000		0%	Not due to commence	
Commercial Waste Tubs - New	Renewal 0%	5,000	0	0	0	0	5,000	5,000		0%	Not due to commence	
Demountable buildings - GWMC	Renewal 0%	50,000	0	0	0	0	50,000	50,000		0%	Not due to commence	
EPA - GEOTech lining of Leachate Pond & Swaile Drains	Renewal 50%	750,000	0	0	0	0	750,000	750,000		0%	Not due to commence	
Concrete Pad & Safety Rails at Mud Pit	Renewal 0%	25,000	0	0	0	0	25,000	25,000		0%	On time, on budget	
2nd Coat Seal - Entry Road around RUG to Sheds	Renewal 0%	50,000	0	0	0	0	50,000	50,000		0%	Not due to commence	
GWMC Furniture, Fittings & Resources	Renewal 0%	20,000	0	0	0	0	20,000	20,000		0%	On time, on budget	
		1,020,000	24,597	0	98,015	122,611	1,020,000	897,389		12%		
250 - Water Services												
Goulburn WTP Raw Water Augmentation	Renewal 0%	0	0	0	69,783	69,783	0	-69,783		0%	On time, on budget	Currently working through planning proposal
Goulburn Reticulation Renewal	Renewal 100%	1,000,000	0	0	1,000,000	1,000,000	1,000,000	0		100%	On time, on budget	
Water Connections - Private Works	Renewal 100%	239,116	11,414	0	909	12,323	239,116	226,793		5%	On time, on budget	
Water Meter Replacement	Renewal 100%	60,000	0	0	0	0	60,000	60,000		0%	Not commenced	
Marulan WTP Renewal	Renewal 100%	10,000,000	0	0	73,410	73,410	10,000,000	9,926,590		1%	On time, on budget	Currently working on s.60 approval
Marulan PS Pontoon Design & Replacement/Sandbagging of Bank	Renewal 100%	339,734	0	0	0	0	339,734	339,734		0%	On time, on budget	
Marulan Rising Main Investigation and Construction	Renewal 0%	180,000	0	0	0	0	180,000	180,000		0%	Not commenced	
Bradfordville Main Relocation	Renewal 100%	0	0	0	350,037	350,037	0	-350,037		0%	On time, on budget	
Lab Equipment Renewal	Renewal 100%	20,000	0	0	0	0	20,000	20,000		0%	On time, on budget	
Water Treatment Security	Renewal 100%	28,253	0	0	0	0	28,253	28,253		0%	On time, on budget	
Asset Renewals - Goulburn Water Treatment Plant	Renewal 100%	0	0	0	10,600	10,600	0	-10,600		0%	On time, on budget	
Goulburn WTP Clarifiers Mechanical Rehabilitation	Renewal 100%	350,000	0	0	135,204	135,204	350,000	214,796		39%	On time, on budget	Works commenced, expected to be completed before end of calendar year
Rossi - Sooley Pipeline Valves	Renewal 100%	0	0	0	179,785	179,785	0	-179,785		0%	On time, on budget	Works to commence in September
Treated Water Chlorine Analysis	Renewal 0%	100,000	0	0	0	0	100,000	100,000		0%	On time, on budget	
Water Distribution Plant & Equipment	Renewal 0%	30,000	0	0	35,831	35,831	30,000	-5,831		119%	On time, expected to be overspent	
		12,347,103	11,414	0	1,855,558	1,866,972	12,347,103	10,480,131		15%		
260 - Waste Water Services												
Marulan Pump Station Improvements	Renewal 100%	1,500,000	0	0	188,381	188,381	1,500,000	1,311,619		13%	On time, on budget	
Goulburn Mains Rehabilitation	Renewal 100%	1,000,000	0	0	243,331	243,331	1,000,000	756,669		24%	On time, on budget	
Sewer Connections - Private Works	Renewal 100%	90,000	1,416	0	909	2,325	90,000	87,675		3%	On time, on budget	
Marulan WWTP - Renewal	Renewal 100%	4,700,000	0	0	34,105	34,105	4,700,000	4,665,895		1%	On time, on budget	Currently working on s.60 approval
STWRIS Stage 2 Reuse Irrigation Scheme (G)	Renewal 0%	0	0	0	19,609	19,609	0	-19,609		0%	Completed	
Nth Gbn PS Rising Main-Capacity & Storage	Renewal 100%	491,201	0	32,799	3,092	35,891	491,201	455,310		7%	On time, on budget	Works to be completed by October
Kenmore Hospital SPS Power Supply	Renewal 0%	0	0	955	0	955	0	-955		0%	Not due to commence	Carryover from 23/24.
Sewer Distribution Plant & Equipment	Renewal 0%	10,000	877	0	0	877	10,000	9,123		9%	On time, on budget	
MIn CED Decommission Project	Renewal 100%	1,600,000	0	0	0	0	1,600,000	1,600,000		0%	Not commenced	
Goulburn WWTP Security	Renewal 0%	43,076	0	0	0	0	43,076	43,076		0%	On time, on budget	
WWTP Lab Equipment	Renewal 100%	20,000	0	0	0	0	20,000	20,000		0%	On time, on budget	
Asset Renewals - Goulburn Sewer Pump Stations	Renewal 100%	25,000	0	0	47,399	47,399	25,000	-22,399		190%	On time, on budget	
Asset Renewals - Marulan Sewer Pump Stations	Renewal 100%	20,000	0	0	0	0	20,000	20,000		0%	On time, on budget	
Asset Renewals - Goulburn Waste Water Treatment Plant	Renewal 100%	125,000	0	0	146,488	146,488	125,000	-21,488		117%	On time, on budget	



Utilities Capital Report by Business Unit for 2024/25
for YTD Period Ending July

Date Report Run: 24-Jul-2024

Description	Renewal %	Original Budget 25PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 25PJOB	\$ Variance	% of Time: 8%		Status	Comments
									% of Budget	% of Budget		
Asset Renewals - Marulan Waste Water Treatment Plant	Renewal 100%	25,000	0	0	0	0	25,000	25,000	0%	0%	On time, on budget	
Goulburn WWTP Extension	Renewal 0%	12,000,000	0	0	374,876	374,876	12,000,000	11,625,124	3%	3%	On time, on budget	Concept Design has commenced
		21,649,277	2,293	33,754	1,058,189	1,094,236	21,649,277	20,555,041	5%	5%		
Total Capital Program		35,016,380	38,304	33,754	3,011,762	3,083,820	35,016,380	31,932,560	0%	0%		





Assets and Operations Capital Report by Business Unit for 2024/25
for YTD Period Ending July

Date Report Run: 24-Jul-2024

Description	Renewal %	Original Budget 25PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 25PJOB	% of Time:		Status	Comments
								\$ Variance	% of Budget		
200 - Projects											
18-22 North Gbn Employment Precinct and Roundabout1	Renewal 0%	0	0	0	2,397,384	2,397,384	0	-2,397,384	0%	Quarterly review, carryover required	Carryover budget required. Roundabout construction work underway. Asphalt work in progress on the westbound lane.
Hockey Redevelopment - New Amenities (G)	Renewal 0%	0	0	0	80,368	80,368	0	-80,368	0%	Completed	
Hockey Redevelopment - Existing Amenities Refurb (G)	Renewal 100%	0	0	0	37,534	37,534	0	-37,534	0%	Completed	
Wollondilly Walking Track - Cemetery St (G)	Renewal 0%	0	0	0	222,190	222,190	0	-222,190	0%	Quarterly review, carryover required	Carryover budget required. Works in progress, expected to be completed in Q1.
Jerrara Road Upgrade - Blackspot (G)	Renewal 50%	0	14,848	0	1,784,321	1,799,169	0	-1,799,169	0%	Quarterly review, carryover required	Carryover budget required. Contract awarded. Mobilisation in Q1.
Deccan Street Rehabilitation - FLR (G)	Renewal 100%	0	292,200	0	0	292,200	0	-292,200	0%	Quarterly review, carryover required	Carryover budget required. Sealing works on parking lanes.
BMX Track Upgrade	Renewal 100%	0	0	0	6,000	6,000	0	-6,000	0%	Completed	
21-22 Jerrara-Gallen Ford Road Rehabilitation	Renewal 100%	0	0	0	2,640	2,640	0	-2,640	0%	Completed	
Riverside Park Pump Track Project	Renewal 0%	0	0	0	18,000	18,000	0	-18,000	0%	Completed	
22-24 GMC Emergency Operations Centre	Renewal 0%	0	391,353	0	2,121,433	2,512,786	0	-2,512,786	0%	Quarterly review, carryover required	Carryover budget required. Construction progressing in accordance with the program.
22-24 Carr Confoy Netball Courts Lighting Upgrade	Renewal 100%	0	105	0	0	105	0	-105	0%	Quarterly review, carryover required	Completed
22/23 Marulan Soccer Fields Lighting/Drainage Upgrade	Renewal 100%	0	52	0	5,818	5,871	0	-5,871	0%	Quarterly review, carryover required	Carryover budget required. Negotiations to be undertaken with Tenderers.
22/23 Eastgrove Shared Pathway	Renewal 100%	0	923	0	1,536,075	1,536,999	0	-1,536,999	0%	Quarterly review, carryover required	Carryover budget required. Pathway work complete on Park Road. Works ongoing on Blackshaw Road.
22-25 CBD/ South Goulburn Connection Pathway	Renewal 0%	0	2,706	0	1,235,845	1,238,551	0	-1,238,551	0%	Quarterly review, carryover required	Carryover budget required. Awaiting design approval from TfNSW.
23/24 Range Rd Causeway Replacement	Renewal 100%	0	1,890	0	391,075	392,965	0	-392,965	0%	Quarterly review, carryover required	Carryover budget required. Contract awarded. Mobilisation in mid August
23/24 Marulan Discretionary Fund Projects	Renewal 100%	0	0	0	31,955	31,955	0	-31,955	0%	Quarterly review, carryover required	Carryover budget required. Works continuing as per program
2024 New Footpaths in Goulburn & Tarago	Renewal 0%	0	52	0	0	52	0	-52	0%	Completed	
24-25 New Bus Shelters at Middle Arm Rd & Lambert Drive	Renewal 0%	0	9,300	0	28,490	37,790	0	-37,790	0%	Quarterly review, carryover required	Carryover budget required. Slab work complete; waiting for shelters to be manufactured.
24 Safer School Bus Access (Boyd St, Tarago) Project 10	Renewal 100%	0	15,332	0	15,280	30,612	0	-30,612	0%	Quarterly review, carryover required	Carryover budget required.
Tarago Village Projects (Veolia Host Fee)	Renewal 100%	150,000	0	0	0	0	150,000	150,000	0%	Not due to commence	
		150,000	728,762	0	9,914,409	10,643,172	150,000	-10,493,172	7095%		
210 - Works											
Drainage General Urban	Renewal 100%	75,000	0	0	0	0	75,000	75,000	0%	Not commenced	Finalising Works program.
Gravel Resheeting	Renewal 100%	300,000	16,354	0	65,036	81,391	300,000	218,609	27%	Not commenced	Finalising Works program.
Guardrails - Sealed Rural - Local	Renewal 100%	150,000	0	0	0	0	150,000	150,000	0%	Not commenced	Finalising Works program.
RHL Collector Rd - Veolia Sec94	Renewal 100%	300,000	0	0	0	0	300,000	300,000	0%	Not commenced	Finalising Works program.
Rural Resealing	Renewal 100%	320,000	0	0	124,551	124,551	320,000	195,448	39%	Not commenced	Finalising Works program.
Urban Resealing	Renewal 100%	500,000	0	0	0	0	500,000	500,000	0%	Not commenced	Finalising Works program.
St Lighting and Traffic facilities	Renewal 0%	25,000	0	0	0	0	25,000	25,000	0%	Not commenced	Finalising Works program.
Light Fleet Replacements	Renewal 0%	640,000	0	0	153,171	153,171	640,000	486,829	24%	On time, on budget	
Minor Plant Replacements	Renewal 0%	60,000	0	0	0	0	60,000	60,000	0%	On time, on budget	
Heavy Fleet Replacements	Renewal 0%	2,000,000	0	0	2,528,360	2,528,360	2,000,000	-528,360	126%	On time, on budget	
Footpath Replacement	Renewal 100%	200,000	0	0	0	0	200,000	200,000	0%	Not commenced	Finalising Works program.
REGIONAL ROAD BLOCK GRANT - Future years (G)	Renewal 100%	425,000	0	0	0	0	425,000	425,000	0%	Not commenced	Finalising Works program.
RURAL ROAD REHABILITATION Future years	Renewal 100%	538,500	0	0	0	0	538,500	538,500	0%	Not commenced	Finalising Works program.
URBAN ROAD REHABILITATION Future Years	Renewal 100%	461,500	0	0	0	0	461,500	461,500	0%	Not commenced	Finalising Works program.
RHL - MultiQuip Sec94	Renewal 100%	200,000	0	0	0	0	200,000	200,000	0%	Not commenced	Finalising Works program.
Gravel Pit Rehab/Improvements	Renewal 50%	20,000	0	0	0	0	20,000	20,000	0%	On time, on budget	Reactive project
Kerb & Gutter Replacement	Renewal 100%	225,000	0	0	0	0	225,000	225,000	0%	Not commenced	Finalising Works program.
22-25 Mayfield Road Bridge Replacement	Renewal 100%	0	1,546	0	1,357,364	1,358,909	0	-1,358,909	0%	Quarterly review, carryover required	Carryover budget required. Foundation works in progress
LRCI 4 Middle Arm Road Rehabilitation	Renewal 100%	0	16,174	0	10,741	26,915	0	-26,915	0%	Quarterly review, carryover required	Carryover budget required
Highland Way - RRBG/RRRP 22/23	Renewal 100%	0	0	0	19,765	19,765	0	-19,765	0%	Quarterly review, carryover required	Carryover budget required
Run-o-Waters Second Access	Renewal 0%	1,000,000	78,260	0	0	78,260	1,000,000	921,740	8%	Not commenced	
FLR Windellama Rd Rehabilitation Stage 5	Renewal 100%	0	72,320	0	1,257	73,577	0	-73,577	0%	Quarterly review, carryover required	Crew to be being mobilised on Section 3 in August.



Assets and Operations Capital Report by Business Unit for 2024/25
for YTD Period Ending July

Date Report Run: 24-Jul-2024

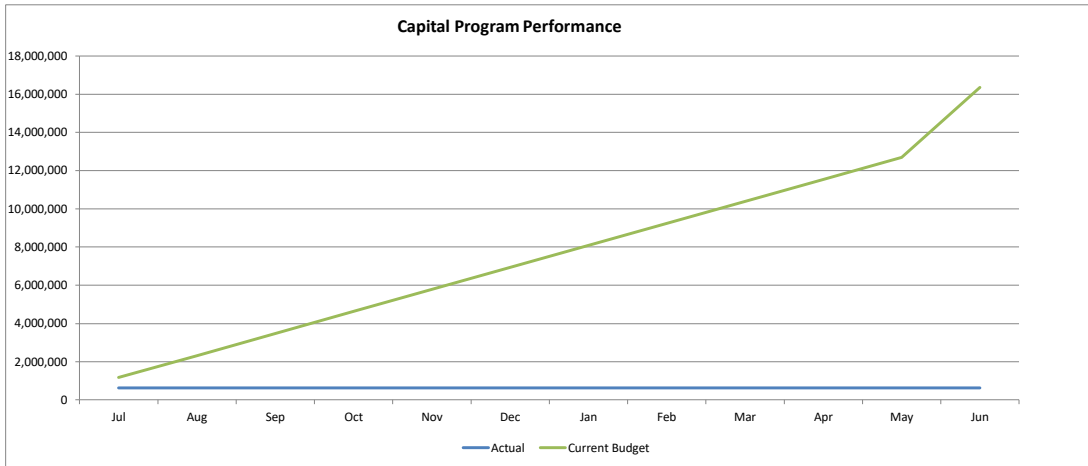
Description	Renewal %	Original Budget 25PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 25PJOB	% of Time: \$ Variance	8%		Status	Comments
									% of Budget			
Kerb & Gutter (Queen/Dalley Intersection) LRCI4	Renewal 100%	0	0	0	275,538	275,538	0	-275,538	0%		Quarterly review, carryover required	Kerb works in progress.
23/24 West Goulburn Freight Route-Clinton Street Upgrade	Renewal 10%	1,598,816	0	0	15,844	15,844	1,598,816	1,582,972	1%		On time, on budget	Preliminary works and design works in progress on the roundabout.
24-27 Currawang Rd Pavement & Causeway (Saltpetre Ck) Upgrad	Renewal 100%	3,443,054	578	0	141,682	142,260	3,443,054	3,300,794	4%		On time, on budget	Preliminary works and design works in progress
24-26 Currawang Rd Upgrade (P.0089742) - Election Commitment	Renewal 100%	3,000,000	0	0	36,364	36,364	3,000,000	2,963,636	1%		On time, on budget	Preliminary works and design works in progress.
25-27 Reg & Local Rd Rehabilitation & Resurfacing Works	Renewal 50%	0	0	0	624,000	624,000	0	-624,000	0%		Quarterly review, carryover required	Carryover budget required
23/24 Bullamilita Rd Rehabilitation - LRCI4	Renewal 100%	0	105	0	0	105	0	-105	0%		On time, on budget	
Future Grant Funded Projects - Sealed Rural Roads - Local	Renewal 0%	2,000,000	0	0	0	0	2,000,000	2,000,000	0%		Not commenced	Finalising Works program.
Future Grant Funded Projects - Urban Roads - Local	Renewal 0%	2,000,000	0	0	0	0	2,000,000	2,000,000	0%		Not commenced	Finalising Works program.
Rural Rd Rehab (SRV funded)	Renewal 100%	1,400,000	0	0	0	0	1,400,000	1,400,000	0%		Not commenced	Finalising Works program.
Urban Rd Rehab (SRV funded)	Renewal 100%	1,000,000	0	0	0	0	1,000,000	1,000,000	0%		Not commenced	Finalising Works program.
Gravel Resheeting (SRV funded)	Renewal 100%	200,000	0	0	0	0	200,000	200,000	0%		Not commenced	Finalising Works program.
220 - Community Facilities		22,081,870	185,336	0	5,353,673	5,539,010	22,081,870	16,542,860	25%			
Outdoor/Indoor Ancillary Area Renewals	Renewal 100%	20,000	0	0	0	0	20,000	20,000	0%		Not commenced	Reactive capital
Plant & Equipment - Aquatic Centre	Renewal 100%	20,000	0	0	0	0	20,000	20,000	0%		Not commenced	Reactive capital
Recreation Area Improvements	Renewal 100%	25,000	0	0	0	0	25,000	25,000	0%		Not commenced	Finalising program.
Belmore Park Improvements	Renewal 100%	25,000	0	0	0	0	25,000	25,000	0%		Not commenced	Finalising program.
CBD Asset Renewals	Renewal 100%	10,000	0	0	0	0	10,000	10,000	0%		Not commenced	Reactive capital
Memorial Gardens Beams	Renewal 0%	25,000	0	0	0	0	25,000	25,000	0%		Not commenced	Finalising program.
Building Asset Replacement	Renewal 100%	70,000	0	0	76,197	76,197	70,000	-6,197	109%		Not commenced	Commitment to be closed
Civic Centre Furniture & Fittings	Renewal 100%	30,000	0	0	6,256	6,256	30,000	23,744	21%		On time, on budget	Procurement commenced
Other Parks/Reserves Replacements	Renewal 100%	20,000	0	0	0	0	20,000	20,000	0%		Not commenced	Finalising program.
City Wide Creek Bed Improvements	Renewal 100%	40,000	0	0	0	0	40,000	40,000	0%		Not commenced	Finalising program.
Civic Centre Renewal - Air Conditioner	Renewal 100%	0	0	0	93,027	93,027	0	-93,027	0%		Quarterly review, carryover required	Carryover budget required
City Entrances	Renewal 100%	20,000	0	0	0	0	20,000	20,000	0%		Not commenced	Finalising program.
Active Recreation Facilities Renewal Future Years	Renewal 100%	50,000	0	0	0	0	50,000	50,000	0%		Not commenced	Finalising program.
Hetherington Street Depot Improvements	Renewal 100%	170,000	0	0	0	0	170,000	170,000	0%		Not commenced	Finalising program.
Cemetery Signage Upgrades	Renewal 0%	10,000	0	0	0	0	10,000	10,000	0%		Not commenced	Finalising program.
Marulan Pre-School Asbestos Removal	Renewal 100%	0	21,127	0	16,640	37,767	0	-37,767	0%		Quarterly review, carryover required	Carryover budget required
Japanese Garden Enhancement Stage 2	Renewal 50%	0	2,113	0	321,385	323,498	0	-323,498	0%		Quarterly review, carryover required	Carryover budget required, works as per program
Bungonia Park Amenities Block	Renewal 0%	100,000	0	0	0	0	100,000	100,000	0%		Not commenced	Awaiting grant funding
22-25 Eastgrove Sth Sports Field Improved drainage	Renewal 50%	0	165	0	0	165	0	-165	0%		Quarterly review, carryover required	Carryover budget required
Ross Whittaker Roof	Renewal 100%	30,000	0	0	0	0	30,000	30,000	0%		Not commenced	
Other Buildings - Furniture & Fittings	Renewal 100%	75,000	0	0	0	0	75,000	75,000	0%		Not commenced	
Civic Centre Eaves	Renewal 100%	60,000	0	0	0	0	60,000	60,000	0%		Not commenced	
24/25 STFA Cookbundoon Light Up Upgrade	Renewal 100%	0	264	0	0	264	0	-264	0%		Quarterly review, carryover required	Budget held by STFA.
Future Grant Funded Projects - Project Management	Renewal 0%	1,500,000	0	0	0	0	1,500,000	1,500,000	0%			
		2,300,000	23,670	0	513,506	537,176	2,300,000	1,762,824	23%			
230 - Technical Services												
Survey Equipment	Renewal 100%	10,000	0	0	0	0	10,000	10,000	0%		On time, on budget	
		10,000	0	0	0	0	10,000	10,000	0%			
Total Capital Program		24,541,870	937,768	0	15,781,589	16,719,357	24,541,870	7,822,513	0%			



Assets and Operations Capital Report by Business Unit for 2024/25
for YTD Period Ending July

Date Report Run: 24-Jul-2024

Description	Renewal %	Original Budget 25PJOB	Actual YTD	PJ Commit	Works Commit	Total Actual YTD	Current Budget 25PJOB	% of Time: 8%		Status	Comments
								\$ Variance	% of Budget		



15.13 STATEMENT OF INVESTMENTS & BANK BALANCES

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

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. Statement of Investments & Bank Balances  

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

RECOMMENDATION

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

BACKGROUND

To report on the Investment Performance and Bank Balances as at 26 July 2024.

REPORT

1. Monthly Investment Performance Indicators

Attached are the Investment Performance Indicators which compares Council’s portfolio against the Investment Policies Term Mix and Benchmark Interest Rates Performance indicators. Also attached is Council’s Investment Portfolio. Please note all interest rates and market values quoted in the Investment Portfolio Attachment are based on the latest available data.

2. Statement of Investments and Bank Balances

The amount of investments and bank balances reported to Council as at the end of June 2024 was \$137,198,323 meaning that this month’s balance of \$133,052,185 equates to a decrease of \$4,146,138 in investments and cash held.

The following table outlines the reasons for this increase.

Receipts		
Rates & Water Receipts	3,733,768	
Financial Assistance Grant		
Sundry Debtors	1,057,657	
Grants & Contributions Received	1,370,271	
Loan borrowing received		
Other Income (including interest)	93,355	
Total Receipts		6,255,052
Payments		
Salaries and Wages	2,526,365	
Payments to Creditors	7,874,825	
Total Payments		10,401,189
Increase/(Decrease) in Cash & Investments		-4,146,138

3. Cash and Investments Balance by Fund

The amount of cash and investments held by each fund at 26 July 2024 is outlined in the following table:

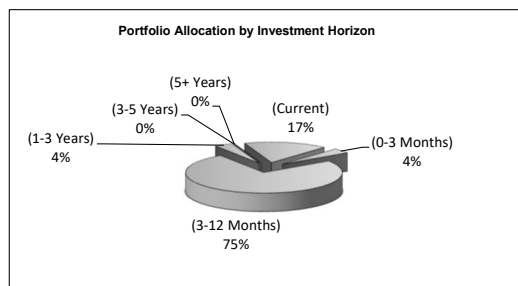
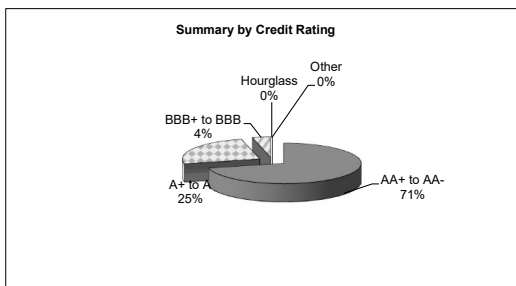
Fund	
General	28,151,967
Domestic Waste	4,207,064
Water	34,145,707
Sewer	66,547,446
Total	133,052,185

Performance Indicators - Investments and Interest Earned - As at 1 July 2024

Diversification & Credit Risk							
Rating	Long Term Ratings	Short Term Rating	Long Term	Short Term	Total	Total %	Max
Scale	(Standard & Poors)	(Standard & Poors)	Actual	Actual	Actual	Actual	
1	AA+ to AA-	A1+	0	93,760,381	93,760,381	71.16%	100%
2	A+ to A	A1	0	33,000,000	33,000,000	25.05%	100%
3	BBB+ to BBB	A2	0	5,000,000	5,000,000	3.79%	30%
4	Hourglass		0	0	0	0.00%	0%
5	Other		0	0	0	0.00%	5%
			0	131,760,381	131,760,381	100.00%	
1	Within Policy Guidelines						
2	Within Policy Guidelines						
3	Within Policy Guidelines						
4	Within Policy Guidelines						
5	Within Policy Guidelines						

Portfolio - Term Mix					
		Actual	Actual %	Maximum	
A	At Call	(Current)	22,760,380.71	17.27%	100.00%
B	Working Capital	(0-3 Months)	5,000,000.00	3.79%	90.00%
C	Short Term	(3-12 Months)	99,000,000.00	75.14%	80.00%
D	Medium Term	(1-3 Years)	5,000,000.00	3.79%	30.00%
E	Medium To Long Term	(3-5 Years)	-	0.00%	30.00%
F	Long Term	(5+ Years)	-	0.00%	0.00%
			131,760,381		
A	Within Policy Guidelines				
B	Within Policy Guidelines				
C	Within Policy Guidelines				
D	Within Policy Guidelines				
E	Within Policy Guidelines				
F	Within Policy Guidelines				

Benchmark Interest Rates Performance				
1	Benchmark Rate - Average for 2024/25			
	Benchmark Rate - Average for 2024/2025		4.3075%	
	Portfolio Over Benchmark		109,000,000	100.00%
	Portfolio under Benchmark		-	0.00%
	Total		109,000,000	
	Excludes At Call		22,760,381	
	Total including At Call		131,760,381	
2	Average Benchmark Rate for Financial Year			
	Benchmark - 90 Day BBSW Average for July 2023		4.3064%	
	Benchmark - 90 Day BBSW Average for August 2023		4.1616%	
	Benchmark - 90 Day BBSW Average for September 2023		4.1301%	
	Benchmark - 90 Day BBSW Average for October 2023		4.2015%	
	Benchmark - 90 Day BBSW Average for November 2023		4.3824%	
	Benchmark - 90 Day BBSW Average for December 2023		4.3605%	
	Benchmark - 90 Day BBSW Average for January 2024		4.3535%	
	Benchmark - 90 Day BBSW Average for February 2024		4.3395%	
	Benchmark - 90 Day BBSW Average for March 2024		4.3471%	
	Benchmark - 90 Day BBSW Average for April 2024		4.3628%	
	Benchmark - 90 Day BBSW Average for May 2024		4.3653%	
	Benchmark - 90 Day BBSW Average for June 2024		4.3793%	
	Average Benchmark Rate for Financial Year to Date		4.3075%	



Statement of Investment and Bank Balances as at 26 July 2024

<i>Description</i>	<i>Maturity Date</i>	<i>Investment Type</i>	<i>Rating</i>	<i>Current Interest Rate</i>	<i>Amount Invested</i>
Comm Bank - Cash Management Account		AC	A1+	0.10%	\$ 22,760,381
Commonwealth Bank of Australia 365 Day TD - CBA	8/08/2024	TD	A1+	5.52%	\$ 5,000,000
ING Bank of Australia 728 Day TD - Curve	25/09/2025	TD	A1	5.35%	\$ 2,000,000
ING Bank of Australia 365 Day TD - IAM	22/10/2024	TD	A1	5.35%	\$ 2,000,000
National Australia Bank 365 Day TD - Curve	15/11/2024	TD	A1+	5.35%	\$ 5,000,000
AMP 366 Day TD - Income IAM	11/12/2024	TD	A2	5.40%	\$ 2,000,000
ING Bank of Australia 366 Day TD - IAM	11/12/2024	TD	A1	5.30%	\$ 3,000,000
ING Bank of Australia 367 Day TD - Curve	20/01/2025	TD	A1	5.22%	\$ 1,000,000
ING Bank of Australia 365D TD - Curve	31/01/2025	TD	A1	5.17%	\$ 2,000,000
National Australia Bank 365 Day TD - Curve	14/02/2025	TD	A1+	5.13%	\$ 1,000,000
ING Bank Australia 365 Day TD - IAM Rolled from INV0820	21/02/2025	TD	A1	5.18%	\$ 2,000,000
ING Bank of Australia 427D TD - Curve	28/04/2025	TD	A1	5.06%	\$ 4,000,000
Commonwealth Bank of Australia 365 Day TD - CBA	28/02/2025	TD	A1+	4.92%	\$ 10,000,000
ING Bank of Australia 364 Day TD - Curve	28/02/2025	TD	A1	5.08%	\$ 1,000,000
Commonwealth Bank of Australia 365D TD	6/03/2025	TD	A1+	4.83%	\$ 10,000,000
ING Bank of Australia 364D TD - Curve	14/03/2025	TD	A1	5.13%	\$ 3,000,000
ING Bank of Australia 365D TD - Curve	19/03/2025	TD	A1	5.13%	\$ 2,000,000
ING Bank of Australia 365 Day TD - Curve	27/03/2025	TD	A1	5.11%	\$ 3,000,000
BankVic 364D TD - Curve	17/04/2025	TD	A2	5.15%	\$ 3,000,000
ING Bank of Australia 365 Day TD - Curve	16/05/2025	TD	A1	5.30%	\$ 3,000,000
NAB 365 Day TD - NAB 9295 1144	3/06/2025	TD	A1+	5.25%	\$ 10,000,000
Commonwealth Bank of Australia 365 Day TD - CBA	6/06/2025	TD	A1+	4.86%	\$ 15,000,000
Rabobank Australia 364 Day TD - Curve	20/06/2025	TD	A1	5.25%	\$ 2,000,000
Westpac 365 Day TD	27/06/2025	TD	A1+	5.39%	\$ 5,000,000
Commonwealth Bank of Australia 365 Day TD - CBA	1/07/2025	TD	A1+	5.06%	\$ 10,000,000
Rabobank Australia 365 Day TD - Curve	24/07/2025	TD	A1	5.35%	\$ 3,000,000
Total Investments Held					\$ 131,760,381

Total Investments Held		\$ 131,760,381
Balance as per Passbook-Commonwealth Bank	692,900.84	
Add: Outstanding deposits	67,863.12	

Less: Unpresented cheques	6,712.69	
Less: EFTPOS Payments	-	754,051.27
Balance as per Cash Book-Commonwealth Bank		
Add- Trust Fund		537,753.29
Total Cash & Investments @ 26/07/2024		133,052,185.27

15.14 CIVIC AND CEREMONIAL MAYORAL DUTIES

Author: Chief Executive Officer

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. OLG Pre election Guide for Councils 2024  

Link to Community Strategic Plan:	Civic Leadership
Cost to Council:	Nil
Use of Reserve Funds:	Nil

RECOMMENDATION

That

1. The report of the Chief Executive Officer on Civic and Ceremonial Mayoral Duties be received.
2. Council delegate to Peter Walker the authority to represent the Council at civic functions from 14 September 2024 to 15 October 2024 whilst there is no Councillor holding Civic Office.

BACKGROUND

All Councillors including the Mayor cease to hold office from 14 September 2024 until the new Council is sworn in on the 15 October 2024.

REPORT

From the 14 September 2024 to the 15 October 2024 there is no Councillors or Mayor holding civic office. This is a period when there are a number of requests for the Mayor to attend functions but there will be no Mayor holding office

In previous years Councils around the State, including Goulburn Mulwaree, have delegated to the incumbent Mayor as an individual to undertake Civic duties on Council’s behalf. This would be in line with the Office of Local Governments Pre-election guide for councils, which is attached to this report.

The recommendation in this report is to delegate to Mr Peter Walker the authority to represent Goulburn Mulwaree Council at Civic events. For clarity purpose this delegation does not include any other function other than representing Council at civic functions.

Department of Planning, Housing and Infrastructure



Pre-election guide for councils

April 2024

olg.nsw.gov.au





Acknowledgement of Country

The Department of Planning, Housing and Infrastructure acknowledges that it stands on Aboriginal land. We acknowledge the Traditional Custodians of the land, and we show our respect for Elders past and present through thoughtful and collaborative approaches to our work, seeking to demonstrate our ongoing commitment to providing places in which Aboriginal people are included socially, culturally and economically.

Published by NSW Department of Planning, Housing and Infrastructure

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Pre-election guide for councils

First published: April 2024

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Introduction

This Guide provides comprehensive guidance to councils on key tasks that need to be completed prior to the 2024 Local Government elections. The Guide also provides guidance on the rules, restrictions and other considerations that apply to the decisions councils make and the way they exercise their functions in the lead up to the election. The Local Government elections are due to be held on Saturday, 14 September 2024.

Preparation and confirmation of non-residential electoral rolls

Under the *Local Government Act 1993* (the Act), all non-resident owners, occupiers and ratepaying lessees of rateable land in each local government area are eligible to vote at Local Government elections. These electors are referred to as 'non-residential electors'.

There are two non-residential rolls:

- the roll of non-resident owners of rateable land, and
- the roll of occupiers and rate-paying lessees.

These are referred to as the non-residential rolls.

After each election, the non-residential rolls lapse and the general manager must prepare new rolls for the next election and keep them updated.

Councils need to ensure that everyone eligible to vote at their elections, including non-residential electors, can do so.

Councils should provide information, including eligibility criteria and the process for making a claim for inclusion on the non-residential rolls on their websites.

Councils should also make their customer service staff aware of this so that they can assist any person wishing to make a claim for inclusion on the rolls.

The non-residential rolls must include the names of the persons who:

- have applied, at any time, for the inclusion of their name in the relevant roll, and

- on the closing date (40 days prior to election day) are, in the opinion of the general manager, qualified for inclusion in that roll.

This means that when preparing the non-residential rolls, the general manager must:

- include the names of all persons who have previously applied for enrolment, and
- check that those persons continue to be eligible to be enrolled.

Forty days before election day, general managers must finalise the non-residential rolls.

In the case of Local Government elections administered by the NSW Electoral Commissioner (NSWEC), the general manager must certify each roll as being, in the general manager's opinion, a roll of the persons who on the closing date are qualified for inclusion in the roll. The NSWEC must confirm the non-residential rolls after they are certified by the general manager.

In the case of Local Government elections administered by a provider other than the NSWEC, the general manager must confirm each roll if, in the general manager's opinion, the roll contains the names of the persons who on the closing date are qualified for inclusion in the roll.

Further information about the preparation of non-residential rolls is available on the NSWEC's website at www.elections.nsw.gov.au.

Information for candidates

Nominations open at 8am on 5 August 2024 and close 12pm on 14 August 2024.

Further information about how to nominate and register as a candidate is available on the NSWEC’s website at www.elections.nsw.gov.au.

The NSWEC provides support and assistance to candidates to help them understand their legal obligations regarding political donations and electoral expenditure.

Pre-election candidate information sessions

Councils are encouraged to conduct at least one pre-election candidate information session prior to nominations closing on 14 August 2024.

Candidate training tool

The Office of Local Government (OLG) will launch an online candidate information tool.

The interactive resource provides candidates with an introduction to the roles and responsibilities of councils and councillors.

It is designed to equip candidates with an understanding of what their role and responsibilities will be as a councillor if they are elected.

The tool will be available on OLG’s website at www.olg.nsw.gov.au.



Use of council resources, council publications and other activities prior to the elections

Councils and all council officials should be mindful of the need to maintain community confidence in the integrity of the performance of the council's functions and activities in the lead-up to elections.

Councils also need to be mindful of how the community may perceive any of their activities or actions during this time.

Use of council resources for election purposes

Council resources (including council information) are public resources and must be used ethically, effectively, efficiently, and carefully.

The rules governing the use of council resources for election purposes are prescribed under the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct) and councils' adopted codes of conduct. There are two key obligations:

- Clause 8.17: This provides that council resources (including council staff), property or facilities must not be used for the purpose of assisting anyone's election campaign unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property, or facility.
- Clause 8.18: This provides that council letterhead, council crests, council email or social media or other information that could give the appearance it is official council material must not be used for the purpose of assisting anyone's election campaign.

Councils and all council officials should consider the following matters to ensure compliance with clauses 8.17 and 8.18:

- council "resources" include council ICT (including phones, social media sites, email addresses), intellectual property, staff and council facilities
- council resources including intellectual property should not be used by candidates in such a way to suggest they are supported or endorsed by the council
- the prohibition on the use of council resources does not only apply to each councillor's election campaign – it also applies to the election campaigns of other candidates
- the prohibition on the use of council resources also applies to council staff who are campaigning for election to another council or supporting the election campaign of candidates
- it is permissible to use council facilities but on the same terms as all other candidates including the payment of any advertised fee for use
- breaches by councillors and staff are grounds for disciplinary action.

Staff political activities

There is no outright ban on staff participation in candidates' campaigns under the Model Code of Conduct.

This is in recognition of the implied freedom of political communication under the Australian Constitution. This provides that legislation cannot impermissibly burden political communication

(including participation in political activities) other than for a legitimate public purpose and only in a way that is proportionate to that purpose.

However, clause 7.5(b) of the Model Code of Conduct places an obligation on staff to ensure that any participation in political activities outside the service of the council does not interfere with the performance of their official duties.

Risks to manage in relation to staff participation in political activities include the following:

- staff do not participate in campaigning activities during work time
- staff do not use council resources for campaigning purposes (see clauses 8.17 and 8.18)
- managing interactions between staff and councillors whose campaigns they are supporting
- managing community perceptions arising from council staff participation in councillors' campaigns.

Council publications during the “regulated period”

To keep elections fair, and ensure voters are not misled, there are strict rules about the information that candidates and their supporters can publish or distribute.

These rules are prescribed under the *Local Government (General) Regulation 2021* (the Regulation) and are enforced by the relevant election manager.

These rules apply during what is known as the “regulated period”. The “regulated period” starts when the electoral rolls close 40 days before election day and ends on election day.

The key requirement is that all “electoral material” published or distributed during the “regulated period” must contain the name and address of the person who authorised the material and the name and address of the printer.

This is an important electoral integrity measure which is designed to ensure electors can verify the bona fides of electoral material that is printed, published, distributed, or publicly

displayed for campaigning purposes during the “regulated period”.

The key definitions are contained in clause 356A of the Regulation.

“Electoral material” is defined very broadly under the Regulation. It means anything, including without limitation a ‘how-to-vote’ card, poster, or advertisement, containing “electoral matter” (whether in a tangible or an electronic form).

“Electoral matter” is in turn defined to include:

- any matter that is intended or calculated or likely to affect or is capable of affecting the result of any election held or to be held or that is intended or calculated or likely to influence or is capable of influencing an elector in relation to the casting of his or her vote at any election, or
- the name of a candidate at any election, the name of the party of any such candidate, the name or address of the committee rooms of any such candidate or party, the photograph of any such candidate, and any drawing or printed matter that purports to depict any such candidate or to be a likeness or representation of any such candidate.

Councils need to be aware that their publications may contain “electoral matter” and may therefore be inadvertently captured within the definition of “electoral material”.

Whether a council publication constitutes “electoral material” is an assessment that needs to be made by each council on a case-by-case basis.

A council publication that makes no reference to the mayor or councillors who are candidates and does not carry their images or statements will not constitute “electoral material” if it is not intended or likely to affect voting at the election.

However, council publications that promote the achievements of the council may potentially have this effect and therefore may constitute “electoral material” even if they do not carry the images or statements of the mayor or councillors.

Affected publications may include:

- the mayoral column where the mayor is a candidate
- any publication or material carrying the name and/or images of the mayor or councillors who are candidates.

The requirements that apply to council publications published or distributed during the “regulated period” containing “electoral matter” can be easily satisfied by including the name and address of the general manager and the printer of the publication.

However, the perceptions that this may give rise to, including that the council is a participant in the election and that council resources may be seen to have been utilised to support the campaigns of the incumbent mayor and councillors, are not as easily addressed.

Mitigation strategies to address this risk may include:

- publishing the mayoral column in the 40 days preceding the election as a generic council column
- deferring issuing potentially affected publications until after the election.

Attendance at community events

Mayors and councillors will continue to need to exercise their official functions in the lead up to the election. This is both permissible and appropriate.

Mayors or councillors who are candidates may continue to attend or preside over council-arranged or community events in the lead up to the election in an official capacity.

However, mayors or councillors who are candidates must not use council arranged events that they attend in an official capacity to actively campaign for re-election.

Media comment

There is nothing to prevent the mayor or councillors who are candidates from offering media comment, provided that comment is not made in an advertisement, newspaper column, or a radio or television broadcast paid for by the council or produced by the council or with council resources.

When making media and any other public comment, mayors and councillors should continue to comply with the council’s adopted media policy.



Council decision-making

Caretaker restrictions

Under the Regulation, councils are required to assume a “caretaker” role in the four weeks preceding the election day (see section 393B).

The caretaker restrictions are designed to prevent outgoing councils from making major decisions that will bind the new council or limit its actions.

The caretaker period for the 2024 Local Government elections commences on Friday 16 August 2024 and ends on Saturday 14 September 2024.

During the caretaker period, councils, general managers, and other delegates of councils (other than a joint regional planning panel, a local planning panel or the Central Sydney Planning Committee) must not exercise the following functions:

- enter into any contract or undertaking involving an expenditure or receipt by the council of an amount equal to or greater than \$150,000 or 1% of the council’s revenue from rates in the preceding financial year (whichever is the larger)
- determine a “controversial development application”, except where a failure to make such a determination would give rise to a deemed refusal, or such a deemed refusal arose before the commencement of the caretaker period, or
- appoint or reappoint the council’s general manager (except for temporary appointments).

“Controversial development application” means a development application for designated development under section 4.10 of the *Environmental Planning and Assessment Act 1979* for which at least 25 persons have made submissions during community consultation.

Councils should plan ahead to avoid the need to make these types of decisions during the caretaker period.

In certain circumstances, these functions may be exercised with the approval of the Minister

Timing of the first meeting of the new council following the election

Postal votes may be received for up to 13 days after election day.

This means that councils’ elections are not likely to be declared before 30 September 2024.

Councils should schedule the timing of their first meetings following the election on this basis.

Councils that elect their mayor must hold a mayoral election within 3 weeks of the declaration of the ordinary election and are required to schedule a meeting for this purpose within 3 weeks of the declaration of the election. However, councils coming out of administration who elect their mayors must hold a mayoral election within 14 days of the declaration of the ordinary election.

Delegations during the election period

Under the Act, all current councillors and mayors elected by the councillors cease to hold their civic offices on election day 14 September 2024.

This means that councils will be without a governing body from 14 September 2024 until the declaration of the election on 30 September 2024 at the earliest.

As noted above, councils that elect their mayor will be required to meet within 14 days or 3 weeks of the declaration of the ordinary election to hold a mayoral election.

Prior to the election, councils should ensure that appropriate delegations are in place for their general managers so that they can continue to exercise the functions of the council as required in the period between election day and the first meeting of the council following the election.

Councils may wish to consider delegating all delegable functions to the general manger at the last meeting before the election for the period between election day and the first meeting of the council following the election.

Councils that elect their mayors will not have a mayor in the period between election day and the first meeting after the election when the mayoral election is held.

There is nothing to prevent councils from authorising the general manager to exercise the civic and ceremonial functions normally exercised by the mayor during this period in the absence of a mayor.

OLG is aware that some councils that elect their mayors have expressed a preference that the outgoing mayor should continue to exercise the functions of mayor in the period between election day and the holding of the mayoral election after the election.

There is nothing to prevent councils from authorising the outgoing mayor to continue to exercise the civic and ceremonial functions normally exercised by the mayor during this period in the absence of a mayor should they wish to do so (even though the outgoing mayor will have ceased to hold any civic office in the council as of the day of the election).

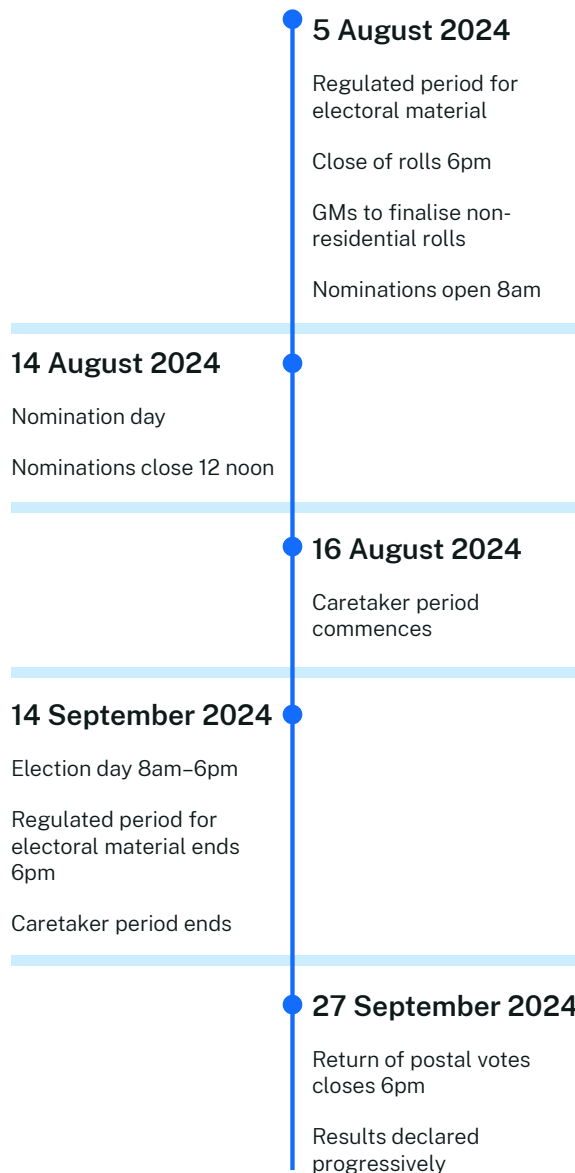
Given the possibility that the outgoing mayor may not be re-elected at the election and may therefore cease to be accountable to the council and the community, councils should refrain from making any delegations to the outgoing mayor.





Key dates

2024 Local Government Elections



15.15 MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE (ARIC) MEETING HELD ON 27 JUNE 2024**Author:** Chief Executive Officer**Authoriser:** Aaron Johansson, Chief Executive Officer**Attachments:** 1. **Minutes of the Audit Risk and Improvement Committee (ARIC) Meeting held on 27 June 2024****RECOMMENDATION**

That the report from Chief Executive Officer in regard to the Audit Risk and Improvement Committee (ARIC) minutes from Thursday 27 June 2024 be received.

REPORT

Please find attached the minutes of the Audit Risk and Improvement Committee (ARIC) from its meeting held 27 June 2024 . There were no issues from this committee that require a Council endorsement.



MINUTES

Audit Risk and Improvement Committee (ARIC)

27 June 2024

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**MINUTES OF GOULBURN MULWAREE COUNCIL
AUDIT RISK AND IMPROVEMENT COMMITTEE (ARIC)
HELD AT THE COUNCIL CHAMBERS, 184 BOURKE STREET , GOULBURN NSW 2580
ON THURSDAY, 27 JUNE 2024 AT 9.00AM**

1 ATTENDEES

Committee Members (Voting):

Independent members:

- Stephen Coates (Chairperson)
- Diana Hamonos
- Rachel Harris
- Bryce McNair (Via Teams)

Invited Guests (Non Voting):

Audit Office NSW representatives:

- Nicky Rajani (Via Teams)

Goulburn Mulwaree Council representatives:

- Aaron Johansson – Chief Executive Officer
- Brendan Hollands – Director Corporate and Community Services
- Ben Todkill – Business Manager Finance and Customer Services
- George Angelis – Director Assets & Operations
- Marina Hollands – Director Utilities
- Scott Martin – Director Planning & Environment
- Maria Timothy – Business Manager Governance
- Elise Jackson – Business Manager Human Resources
- Stephen Bool – Business Manager Information Services
- Amy Croker – Office Manager to Mayor and Chief Executive Officer (Minute Taker)

Canberra Region Joint Organisation (CRJO) representatives:

- Sharon Houlihan - Chief Executive Officer
- Paul Fitzsimons – Internal Audit

2 ACKNOWLEDGEMENT OF COUNTRY

The following acknowledgement was made by the Chairperson.

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

3 APOLOGIES**AGREED**

That the apology received from Goulburn Mulwaree Council's Cr Steve Ruddell (Non-voting) be accepted.

4 LATE ITEMS / URGENT BUSINESS

Nil

5 DISCLOSURE OF INTERESTS

Nil

6 PRESENTATIONS

Nil

TASK LIST ITEM:

- **The Audit Risk and Improvement Committee (ARIC) receive a 10 minute presentation followed by 10 minutes for question time in relation to the ICT and Asset & Capital Programs at a future meeting. The presentation to include current risks, the treatment of these risks and what does the future program look like.**

7 CONFIRMATION OF MINUTES

7.1 MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE (ARIC) MEETING HELD ON 12 MARCH 2024

AGREED

That the Audit Risk and Improvement Committee (ARIC) minutes from Tuesday 12 March 2024 be endorsed. With the update being the minutes were endorsed on 27 June 2024.

QUESTIONS:

- Nil

TASK LIST ITEM:

- Provide ARIC minutes to Council for noting.

8 ITEMS FOR CONSIDERATION

8.1 ONGOING TASK LIST - AUDIT, RISK AND IMPROVEMENT COMMITTEE (ARIC)

AGREED

That an Ongoing Task List for the Audit, Risk and Improvement Committee (ARIC) Meetings be established with the report being presented to each meeting for endorsement.

QUESTIONS:

- Nil

TASK LIST ITEM:

- Remove complete items from task list

8.2 'OUT OF SESSION' TASK LIST UPDATE

AGREED

That the Audit Risk and Improvement Committee receives and notes the 'Out of Session' Task List update report.

QUESTIONS:

- Nil

TASK LIST ITEM:

- Nil

8.3 CHIEF EXECUTIVE OFFICER'S REPORT

AGREED

That the Audit Risk and Improvement Committee receives and notes the information in the Goulburn Mulwaree Council's CEO's report.

QUESTIONS:

- Nil

TASK LIST ITEM:

- Nil

8.4 WORK HEALTH & SAFETY (WHS) REPORT

AGREED

That the Audit Risk and Improvement Committee receives and notes the information in the Goulburn Mulwaree Council Work Health & Safety Report for previous quarter January to March 2024 and has confirmed there has been no significant incidents from the date of the report to the date of the meeting. The Committee also notes the annual progress against WHS target including the areas regarding improvement or further attention.

QUESTIONS:

- **What's driving the underperformance in drivers and targets? Elise Jackson provided a verbal update.**
- **Yesterday there was a reportable incident with no injury to affected contractor. Elise Jackson and George Angelis provided a verbal update.**

TASK LIST ITEM:

- Nil

8.5 CHIEF FINANCIAL OFFICER'S REPORT

AGREED

That the Audit and Risk Committee receives and notes the information in the Goulburn Mulwaree Council's CFO's Update. The ARIC expresses concern regarding Council's long-term sustainability following the IPART outcome and recommend Council considers actions to turn this around.

QUESTIONS:

- **Brendan Hollands provided a verbal update to this report.**

TASK LIST ITEM:

- **Service Review Framework to be provided to the September 2024 ARIC.**
- **Long term financial plan update to be provided to the September 2024 ARIC**

8.6 CAPITAL WORKS UPDATE

AGREED

That the Audit Risk and Improvement Committee receives and notes the Goulburn Mulwaree Council Capital Works update.

QUESTIONS:

- **Marina Hollands and George Angelis provided a verbal update.**

TASK LIST ITEM:

- **Multiyear projects to be clearer in the Capital Works Update including:**
 - **Disclose the works start date**
 - **Are the works on track to meet community, Councillors and Officers expectations**
 - **Over \$1 Million and high risk capital works projects**
 - **If the capital works are behind deadline and if so identify safety issues that may arise from the delay**
 - **Disclose a breakdown of the funding sources for the project e.g. grant, Council other.**
 - **Actual versus delivery of capital program for the past three years**

8.7 INFORMATION & COMMUNICATIONS TECHNOLOGY (ICT) REPORT

AGREED

That the Audit Risk and Improvement Committee receives and notes the Goulburn Mulwaree Council ICT Update including the inception of an Internal IT Risk and Governance Group.

QUESTIONS:

- **Stephen Bool provided a verbal update.**
- **Is cyber security training undertaken by staff – Yes**
- **Has Council considered developing an AI Policy? Council are currently developing this policy.**
- **How are the IT Strategic Framework goals and targets measured and reviewed? Are reviewed by IT and Governance in a weekly meeting. A report will be provided to a future ARIC meeting**
- **When will penetration testing be undertaken? – Will be undertaken in the next week**

TASK LIST ITEM:

- **Report to ARIC via ICT Report on the:**
 - **IT Strategic Framework (Next Meeting)**
 - **reliance on third party storage platforms e.g. Technology One's cloud environment**
 - **IT Risk and Governance Group report to be provided to ARIC on an annual basis**
 - **Systems that are at the end of life and will no longer be support**
 - **Shadow IT in the categories of systems and software**
 - **Onboarding and Offboarding Policy – Ensure auditing of permissions are undertaken (side boarding)**
 - **Review of third party IT security systems**
 - **Any incidents regarding IT / IT Risk or data breaches**
- **AI Policy to be developed**
- **Provide IT Risk and Governance Group meeting minutes to each ARIC**
- **Risk matters from IT Risk and Governance Group to be added to risk register**

8.8 GOVERNANCE REPORT

AGREED

That the Audit Risk and Improvement Committee receives and notes the Goulburn Mulwaree Council Governance Update providing suggestions for future meetings.

QUESTIONS:

- Nil

TASK LIST ITEM:

- Report to ARIC each meeting on Governance framework, implementation, training and how embedded it is in the organisation.

8.9 RISK MANAGEMENT REPORT

AGREED

That the Audit Risk and Improvement Committee receives and notes the Goulburn Mulwaree Council Risk Management Update.

QUESTIONS:

- Maria Timothy provided a verbal update
- Strategies have commenced with a completion date of 30 June 2024. Is there any emerging risks? No
- Does the Risk Policy mirror the OLG ARIC Internal Audit and Risk Management Guidelines provided to ARIC Committees - Yes

TASK LIST ITEM:

- Strategic Risk Register to be provided to next ARIC Meeting.

8.10 AUDIT AND RISK IMPROVEMENT COMMITTEES ANNUAL WORK PLAN**AGREED**

That the Audit Risk and Improvement Committee receives and notes the Annual Work Plan.

QUESTIONS:

- Nil

TASK LIST ITEM:

- Add date of the meeting & legend to the Annual Work Plan table
- Fraud and misconduct to be reported to each meeting via the CEO in camera session.

8.11 INTERNAL AUDITOR REPORT**AGREED**

That the Committee note the verbal report from the internal auditor from the Canberra Region Joint Organisation Chief Executive Officer in relation to Goulburn Mulwaree's Internal Audit Plan.

QUESTIONS:

- Paul Fitzsimons provided a verbal update.

TASK LIST ITEM:

- Procurement Internal Audit report to be circulated out of session.

8.12 INTERNAL AUDIT SCOPE**AGREED**

That the Audit Risk and Improvement Committee to defer this item to out of session distribution of the Internal Audit Scope.

QUESTIONS:

- Nil

TASK LIST ITEM:

- Internal Audit Scopes for accounts payable and payroll audits be provided to the ARIC out of session.

8.13 EXTERNAL AUDITOR'S REPORT

AGREED

That the Audit Risk and Improvement Committee receives and notes the external auditor's update.

QUESTIONS:

- **Nicky Rajani provided verbal commentary on the annual engagement plan.**
- **The Audit Office is aiming to provide the Interim Management Letter to Council next month**

TASK LIST ITEM:

- **Nil**

8.14 MANAGEMENT LETTER / INTERNAL AUDIT RECOMMENDATION STATUS UPDATE

AGREED

That the Audit Risk and Improvement Committee receives and notes the Management Letter / Internal Audit Recommendation Status Update.

QUESTIONS:

- **Dated policies has that been closed out? Template to be updated**

TASK LIST ITEM:

- **Management Letter commentary template to be updated including comments in the comments column and completion status column.**
- **Change name of this report to 'Outstanding Recommendations Tracker'**

8.15 BUSINESS CONTINUITY PLAN

AGREED

That the Audit Risk and Improvement Committee receives and notes the Goulburn Mulwaree Council Business Continuity Plan.

QUESTIONS:

- **When was the BCP last tested. Maria Timothy provide a verbal update**

TASK LIST ITEM:

- **Provide insurance report to next ARIC meeting**

8.16 AUDIT AND RISK IMPROVEMENT COMMITTEE TERMS OF REFERENCE**AGREED**

That

1. The report from the Chief Executive Officer on the ARIC Terms of Reference be received.
2. The Audit Risk and Improvement Committee endorse the Terms of Reference subject to minor typos.

QUESTIONS:

- Nil

TASK LIST ITEM:

- **CRJO needs to be added to the Terms of Reference**

8.17 INTERNAL AUDIT CHARTER**AGREED**

That

1. The report from the Chief Executive Officer on the Internal Audit Charter be received.
2. The Audit Risk and Improvement Committee endorse the Charter.

QUESTIONS:

- Nil

TASK LIST ITEM:

- **Prior to each ARIC meeting conduct a 15 minutes session be held to meet with internal auditor.**

FEEDBACK ON MEETING FROM THE COMMITTEE:

Stephen Coates:

- In line with the **Guidelines for Risk Management and Internal Audit** document produced by the **NSW Government** with particular reference to the **‘Annual Assessment Process’** a **Quarterly report to Council** is a requirement of **ARIC** and must include:
 - **Formal recommendations to be made to Council**
 - **The Committee assess control breaches that require immediate corrective actions**
 - **Committee have assessed internal audit**
 - **Progress on effective outcomes**
 - **Report long term improvements**
 - **Key opinions or takeouts that need to be referred to**

TASK LIST

No.	Description	Responsible Person	Meeting Task Determined	Target Date	Completion Date
1.	Individual Councils internal audit plan be referred to ARIC	Paul Fitzsimons	December 2023	6 June 2024	Out of Session
2.	Council’s financial statements to be provided to the Committee prior to the September 2024 meeting as the timing of the meeting fits in well with Council’s proposed external audit schedule	Brendan Hollands		17 September 2024	
3.	Include Legislative Compliance update in next Governance Report to ARIC	Maria Timothy	12 March 2024	6 June 2024	
4.	Workshop to plan strategic direction of ARIC for next 4 years	Sharon Houlihan	12 March 2024	15 May 2024	
5.	The Audit Risk and Improvement Committee (ARIC) receive a 10 minute presentation followed by 10 minutes for question time in relation to ICT at a future meeting. The presentation to include current risks, the treatment of these risks and what does the future program look like.	Stephen Bool	27 June 2024	17 September 2024	
6.	The Audit Risk and Improvement Committee (ARIC) receive a 10 minute presentation followed by	Marina Hollands	27 June 2024	17 December	

	10 minutes for question time in relation to the Asset & Capital Programs at a future meeting. The presentation to include current risks, the treatment of these risks and what does the future program look like.	and George Angelis		2024	
7.	Provide ARIC minutes to Council for noting.	Amy Croker	27 June 2024	17 September 2024	
8.	Remove complete items from task list	Amy Croker	27 June 2024	Out of session	COMPLETE
9.	Service Review Framework to be provided to the September 2024 ARIC	Brendan Hollands	27 June 2024	17 September 2024	
10.	Long term financial plan update to be provided to the September 2024 ARIC	Brendan Hollands	27 June 2024	17 September 2024	
11.	<p>Multiyear projects to be clearer in the Capital Works Update including:</p> <ul style="list-style-type: none"> ➤ Disclose the works start date ➤ Are the works on track to meet community, Councillors and Officers expectations ➤ Over \$1 Million and high risk capital works projects ➤ If the capital works are behind deadline and if so identify safety issues that may arise from the delay ➤ Disclose a breakdown of the funding sources for the project e.g. grant, Council other. ➤ Actual verses delivery of capital program for the past three years 	Marina Hollands and George Angelis	27 June 2024	17 September 2024	
12.	<p>Report to ARIC via ICT Report on the:</p> <ul style="list-style-type: none"> ➤ IT Strategic Framework (Next Meeting) ➤ reliance on third party storage platforms e.g. Technology One's cloud 	Stephen Bool	27 June 2024	17 September 2024	

	<p>environment</p> <ul style="list-style-type: none"> ➤ IT Risk and Governance Group report to be provided to ARIC on an annual basis ➤ Systems that are at the end of life and will no longer be support ➤ Shadow IT in the categories of systems and software ➤ Onboarding and Offboarding Policy – Ensure auditing of permissions are undertaken (side boarding) ➤ Review of third-party IT security systems ➤ Any incidents regarding IT / IT Risk or data breaches 				
13.	AI Policy to be developed	Stephen Bool	27 June 2024	17 December 2024	
14.	Provide IT Risk and Governance Group meeting minutes to each ARIC	Stephen Bool	27 June 2024	17 September 2024	
15.	Risk matters from IT Risk and Governance Group to be added to risk register	Stephen Bool	27 June 2024	17 September 2024	
16.	Report to ARIC each meeting on Governance framework, implementation, training and how embedded it is in the organisation.	Maria Timothy	27 June 2024	17 September 2024	
17.	Strategic Risk Register to be provided to next ARIC Meeting	Maria Timothy	27 June 2024	17 September 2024	
18.	Add date of the meeting & legend to the Annual Work Plan table.	Amy Croker	27 June 2024	Out of session	
19.	Add to the Annual Work Plan table Fraud and misconduct to be reported to each meeting via the CEO in camera session	Amy Croker	27 June 2024	Out of session	
20.	Procurement Internal Audit report to be circulated out of	Paul Fitzsimons	27 June 2024	Out of session	

	session				
21.	Internal Audit Scopes for accounts payable and payroll audits be provided to the ARIC out of session.	Paul Fitzsimons	27 June 2024	Out of session	
22.	Management Letter commentary template to be updated including comments in the comments column and completion status column.	Ben Todkill	27 June 2024	17 September 2024	
23.	Change name of 'Management Letter / Internal Audit Recommendation Status Update report' to 'Outstanding Recommendations Tracker'	Amy Croker	27 June 2024	17 September 2024	
24.	Provide insurance report to next ARIC meeting	Maria Timothy	27 June 2024	17 September 2024	
25.	CRJO needs to be added to the ARIC Terms of Reference	Amy Croker	27 June 2024	Out of session	
26.	Add to the ARIC agenda - prior to each ARIC meeting conduct a 15 minutes session to meet with internal auditor	Amy Croker	27 June 2024	17 September 2024	

The Meeting closed at 11.10am.

The minutes of this meeting were confirmed at the Audit Risk and Improvement Committee (ARIC) held on 17 September 2024.

.....
Stephen Coates
CHAIRPERSON

16 CLOSED SESSION

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

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:

16.1 Minutes of the Chief Executive Officer Performance Review Panel Meeting held on 30 July 2024

This matter is considered to be confidential under Section 10A(2) - a 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 personnel matters concerning particular individuals (other than councillors).

17 CONCLUSION OF THE MEETING

The Mayor will close the meeting.