



**COOTAMUNDRA-
GUNDAGAI** REGIONAL
COUNCIL

Annual Report 2017/2018



Contents

MESSAGE FROM THE MAYOR - ABB McALISTER.....	3
MESSAGE FROM THE GENERAL MANAGER – ALLEN DWYER	4
VISION STATEMENT – COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL.....	5
ABOUT COUNCIL	5
COUNCILLORS.....	6
STRONGER COMMUNITIES FUND – Community Projects.....	9
STRONGER COMMUNITIES FUND – Major Projects.....	12
IMPLEMENTATION ACTIVITIES.....	14
KEY ACHIEVEMENTS.....	16
STATUTORY REPORTING REQUIREMENTS	20
TOTAL RATES AND CHARGES WRITTEN OFF	20
MAYORAL AND COUNCILLOR EXPENSES.....	20
DETAILS AND PURPOSE OF OVERSEAS VISITS.....	20
CONTRACTORS / WORKS AWARDED	21
LEGAL PROCEEDINGS	21
PRIVATE WORKS AND FINANCIAL ASSISTANCE.....	21
AMOUNTS CONTRIBUTED OR OTHERWISE GRANTED	21
FUNCTIONS DELEGATED BY COUNCIL.....	21
CONTROLLING INTEREST STATEMENT	22
EXTERNAL BODIES, COMPANIES OR PARTNERSHIPS	22
EEO MANAGEMENT PLAN IMPLEMENTATION	23
TOTAL REMUNERATION FOR GENERAL MANAGER AND SENIOR STAFF	24
STORMWATER LEVIES AND CHARGES.....	24
SPECIAL RATE VARIATION EXPENDITURE.....	24
COMPANION ANIMALS MANAGEMENT	25
GOVERNMENT INFORMATION PUBLIC ACCESS (GIPA) ANNUAL REPORT	27
PUBLIC INTEREST DISCLOSURES.....	28
CODE OF CONDUCT.....	28
COUNCIL CONTACT DETAILS	30

MESSAGE FROM THE MAYOR - ABB McALISTER

Please find the Cootamundra-Gundagai Regional Council 2017-2018 Annual Report. This report has been developed for our community, to share our improvements over the past financial year as we continue to develop the new Council.

2017-2018 for Cootamundra-Gundagai Regional Council, has seen the “settling” in period following the amalgamation. Council continued to put in remarkable efforts, delivering projects and starting major infrastructure schemes that will ensure residents across the Region receive high levels of services and improvements in our area.

This first full year has realised the start of a number of major projects including the Cootamundra Water Main Replacement Project, the new Gundagai Sewerage Treatment Plant and Footpath Renewal programs. Council staff have been committed to delivering these and many more projects on time and on budget. We have seen massive improvements across the region and continue to work towards bringing the incorporation of the two former Shires together.

Community organisations across the Region have benefitted from amalgamation funds, (The Stronger Communities Fund). They have delivered a number of projects that have enhanced and improved the experience for their members and the community at large.

The communities could not function without the essential services Council delivers. The bringing together of the two former Shires has seen an improvement in all basic amenities including roads, footpaths, sewerage and waste collection, and lifestyle amenities such as parks and gardens, libraries and swimming pools. Going forward our communities will see significant improvements across all these amenities, making our Region a desirable place to live, work and play in.

I would like to thank our staff, it has been a stressful year, bringing systems, processes and procedures into line and ensuring the multitude of tasks needed to transition the former shires have been carried out seamlessly and with minimal disruption to work flows. The staff have continued to put their hearts and souls in to their work and have endeavoured to pull together, work as a team and share ideas.

Thank you to my fellow Councillors, I believe we have formed a cohesive, decisive and united team. Our focus and commitment is to ensure we deliver to our community a Region that is a prosperous, sustainable and accepting, in addition to it being a popular place to live, a place that attracts visitors and is fit for the future generations coming after us. We will strive to improve our performance over time and initiate additional projects and activities that will improve services and amenities across the Region.

The Annual Report is our way of being completely transparent and accountable to our community ensuring that we achieve the goals that we have set out to achieve in our Strategic Plans.

Thank you again to all our staff for the day to day work they undertake and cooperation they extend to one another. Let us look to the next twelve months to work together to develop our towns and villages into thriving, economic communities.

Abb McAlister
Mayor



MESSAGE FROM THE GENERAL MANAGER – ALLEN DWYER

This Annual Report has been prepared to share our progress with the community, and to accurately communicate Councils' achievements over the previous twelve months.

As a representative of Council staff I have been encouraged by my team's ability to embrace change, to strive for excellence and going above and beyond the call of duty.

We have built a team of people who are committed to serving their community, are motivated to improving productivity, and delivering a stable and economically viable community.

I am proud of the achievements the team and Council has accomplished over the last twelve months. We have continued to deliver to our community enhanced and upgraded services. We have worked hard to bring the two former Council's administrative systems together and review fees and charges across the Region, aiming for a fairer and economically sustainable approach.

The 2017-18 Annual Report outlines many of our achievements, the delivery of projects, and the embracing of community engagement and consultation with residents. An annual report can show the tangible achievements, but what it doesn't clearly show is the effort, the strength and resolve taken by the team at Cootamundra-Gundagai Regional Council to deliver those achievements.

Allen Dwyer
General Manager



A vibrant region attracting people, investment and business through innovation, diversity and community spirit.

ABOUT COUNCIL

Cootamundra -Gundagai Regional Council was formed by Proclamation of the NSW Government on 12 May 2016.

In Local Government, we have a long history of serving the community, and we are a vital and integral part of the communities we serve. Our role is to provide community services that meet or exceed community expectations.

Council is responsible for providing a wide range of services to the community as well as to build and maintain community assets and infrastructure such as roads, footpaths, and water and sewer networks, as well as to enforce various laws.

Cootamundra -Gundagai Regional Council encompasses an area of 3,981 square kilometres of the Riverina region in New South Wales. The population is 11,504, and it includes the towns of Cootamundra and Gundagai, as well as the villages of Brawlin, Nangus, Tumblong, Coolac, Frampton, Muttama, Stockinbingal and Wallendbeen.



COUNCILLORS

At the Local Government Election held on 9 September 2017 Cootamundra-Gundagai Regional Council elected 9 representatives to Council.

At the Extraordinary Council Meeting held on Thursday 21 September 2017 Cr Abb McAlister was elected Mayor and Cr Dennis Palmer elected Deputy Mayor.

Mayor – Cr Abb McAlister

Abb McAlister was elected to the former Gundagai Shire Council in September 2004, was elected Deputy Mayor in September 2005 and served in this role until he was elected Mayor in September 2010.

Abb was elected as Mayor of Cootamundra-Gundagai Regional Council at the Extraordinary Council meeting held on Thursday 21 September 2017.



Deputy Mayor – Cr Dennis Palmer

Dennis was elected as a Councillor for the former Cootamundra Shire Council in 1999 and elected as Deputy Mayor in September 2013. He was Chairman of the Engineering Services committee and was also Councils' delegate on the Board of Goldenfields Water County Council. Dennis was elected as Deputy Mayor of Cootamundra-Gundagai Regional Council at the Extraordinary Council meeting held on Thursday 21 September 2017.



Cr Leigh Bowden

Leigh and her husband, Richard White, moved to Cootamundra from Sydney 6 years ago.

Leigh holds a BA Dip Ed, MA and an Advanced Diploma in Applied Aboriginal Studies. She is currently employed by CSU as a casual academic in the Indigenous Academic Success Program.

Leigh is a member of The Arts Centre Committee, the Course Coordinator of U3A and the non-Indigenous Project Officer of the Cootamundra Aboriginal Working Group. In July 2014, she convened AWARE Cootamundra and Surrounds Social Justice and Environment Group.



Cr David Graham

David Graham was elected to the former Gundagai Shire Council in September 2004. He was elected Deputy Mayor in September 2011.

David was elected to Cootamundra-Gundagai Regional Council at the Local Government Election held in September 2017.



Cr Gil Kelly

Gil Kelly was born in Cootamundra. This is Gil's first term on Council but is no stranger to community service. He is currently Secretary, Treasurer and Deputy Captain of the Cootamundra Rural Fire Service. He is also a committee member and Treasurer of the Combined Emergency Services Ball and is also former Director of the Cootamundra Ex-Services Memorial Club. Gil is employed as an Area Manager with a market leading international supply company.



Cr Penny Nicholson

Penny Nicholson was born in Gundagai, moved away for work and returned to marry and raise a family. Penny and her husband Mark have owned the Gundagai Newsagency for over 15 years.

With great communication and vision for the years ahead, Penny is committed to making our new Council work.



Cr Doug Phillips

Doug Phillips held the position of Councillor with the former Cootamundra Shire Council from 2004. Mr Phillips held the position of Mayor from 2011 to 2013 and Deputy Mayor in 2010.

Doug and his wife are both partners with members of their family in a local joinery operating for almost twenty years and a local boutique hotel for the past three years. Along with his other commitments Doug has over the past five years taught full time at the local high school in Cootamundra



Cr Charlie Sheahan

Charlie Sheahan, married to Susan, grew up in Jugiong, now resides in Cootamundra and has done so since 2014.

Charlie is employed as a farm manager at Coolac for the same employer for the past 22 years. Charlie has been an active member of the Cootamundra Lions Club for the past 10 years and past president for 2 years. Charlie is also a member of Rural Fire Service Coolac Brigade. Previously Charlie served on the Jugiong Park Trust; Jugiong P&C as Secretary and President and the Jugiong Parish Pastoral Council.



Cr Craig (Stewie) Stewart

Better known as 'Stewie' the father of one was first elected to the Cootamundra Shire Council in 2012. Now in his second term and elected to the bigger and brighter Cootamundra-Gundagai Regional Council, Stewie is on the board of the Cootamundra Development Corporation and the Cootamundra Heritage Centre. Stewie also has been on the board of the Cootamundra Country Club for 5 years and has worked at Mitre 10 for 10 years.



STRONGER COMMUNITIES FUND – Community Projects

The Stronger Communities Fund was established by the NSW State Government to provide councils with funding to kick start the delivery of projects that improve community infrastructure and services.

Forty six (46) not-for-profit community groups throughout the Cootamundra-Gundagai Regional Council area have reaped the rewards of more than \$1 million in funding through the Stronger Community Grants program. The following projects have commenced and in some cases been completed.

Cootamundra's Town Clock Fit for the Future

The final stage in the restoration of Cootamundra's iconic town clock was completed with the installation of a new pendulum regulation system. The new regulation system runs from satellite GPS (similar to mobile phones). The regulation system is connected to a weight which adjusts the pendulum to keep the clocks time accurate.

The Stronger Communities Fund, administered by Cootamundra-Gundagai Regional Council and an initiative of the NSW State Government, provided \$2905 to the Cootamundra CDC for the project to be completed.



Swim Club set for future

Projects undertaken by the Gundagai Amateur Swimming Lifesaving Club will ensure members of the Club and community members using Gundagai's town pool will enjoy their swimming seasons for years to come. Two applications were submitted to Cootamundra-Gundagai Regional Council for funding under the Stronger Communities Fund. The Stronger Communities Fund has been an initiative of the NSW State Government and administered by the CGRC. The club's two successful applications saw funds to the value of \$34,583 being approved. The club has been able to purchase equipment that will see club days, and training sessions conducted in an official competitive environment. New swimming pool lane ropes that include six competition lane ropes and an additional four training lane ropes will replace the old lane ropes that were perished from years of use and disintegration. An electric competition starter was also purchased to replace the old system which was faulty. The second and biggest project has seen soft fall matting and pool fencing erected around the new playground area within the pool grounds. These improvements will provide a safe and secure area for children, using the playground equipment, and keep little ones protected from the pool surrounds during swimming training and competition days. The improvements have created a more attractive and convenient environment adding to the overall appeal of the area.

Gundagai Rodeo Ground Fencing

The Gundagai rodeo grounds have seen a hive of activity with club members working on the camp draft arena. Working bees have been held to erect the new steel fencing around the perimeter of the arena. A grant of \$25,000 from the Stronger Communities Fund has enabled the Gundagai Rodeo Club to undertake the erection of a new steel fencing perimeter project. The project has seen a safer area for spectators, animals and officials. The Club has made significant improvements to the rodeo grounds in past years.



Stockinbingal Bowling Club freshen up

The Stronger Communities Fund, an initiative of the NSW Government and administered by Cootamundra-Gundagai Regional Council has provided \$8000 for improvements to the Stockinbingal Bowling Club. The club has been able to replace the stairs at the rear of the club with a ramp and handrails, making accessibility to the club easier and safer for patrons, particularly the elderly and disabled. Kitchen staff have found the access easier when carrying in supplies. Painting and repairing water damage on the walls and ceilings of the bar and lounge areas have given the space a much needed facelift and freshen up. The club is operated predominately by volunteers and has the support of many local trades' people, and handymen who regularly offer in kind support and have assisted with the work.

Tumblong War Memorial Hall Wired Up

The Stronger Communities Fund has ensured the Tumblong War Memorial Hall is equipped for the future needs of the community. The Tumblong War Memorial Hall and Citizens Association applied to CGRC for a grant to upgrade the kitchen facilities in their local hall. Being successful with their grant application to the tune of \$15321. When work commenced it become evident that the electrical system throughout the building was in urgent need of replacement. An amendment to their application was approved and work commenced. Now complete the hall boasts new lights both inside and out, a new electrical board, wiring and emergency exit lights installed above all the exit doors.



Nangus Public Hall Projects

Nangus was abuzz when visitors, dignitaries, residents and local school children attended a function at the Nangus Public Hall to celebrate the improvements to the hall that have been completed. The hall has seen roller doors installed on the eastern side skillion and a disabled toilet facility with level concrete pathways leading from the hall to public amenities areas. The Stronger Communities Fund grant of \$36,527.00 funded the "Equal Access for everyone at Nangus project". The project consisted of the addition of a well-designed disabled toilet, upgrading of the existing toilets with new cisterns, tiles, hand basins and taps, and construction of a concrete walkway to allow easy access to the amenities in all weathers.

Cootamundra Beach Volleyball Gets New Storage Facility

A grant of \$6000 was awarded to the Cootamundra Beach Volleyball Committee from the Stronger Communities Fund, to erect a shed and purchase equipment. The shed was erected near the permanent volleyball court in Murray Street and provides an area to store essential items needed for the annual beach volleyball carnival. Previously these items have been stored offsite, and have been transported to the Murray Street site by committee members and volunteers. The new facility will assist with the set up and packing up of equipment for the event and will reduce costs associated with staging the annual carnival. The Beach Volleyball Committee is made up of volunteers who run the annual Cootamundra beach volleyball festival in February each year.



COOTAMUNDRA SWIMMING CLUB

A grant of \$50,000 from the Stronger Communities Fund has assisted The Cootamundra Swimming & Lifesaving Club to upgrade facilities at the Cootamundra War Memorial Swimming Pool. The Club has been able to update training equipment which is used in the local outdoor pool. The starting blocks have been replaced, along with the acquisition of new lane ropes, protection covers and other essential equipment used in the operation of the Club. The club rooms have also been updated. The entire community will have access to better facilities and equipment.

Lions Vans Delivered

Cootamundra Lions Club have taken delivery of two catering vans thanks to a \$50,000 grant from the Stronger Communities Fund. The vans made their debut at the 2018 Australia Day celebrations in Jubilee Park. The vans are kitted out with a number of features including power outlets, stainless steel benches, fridges and water tanks. Complying with NSW food safety regulations, and present a professional standard. Lions club members were involved with the design and the vans were constructed by Sydney based company Luke's Food Vans, tailor made to suit the local club's requirements.

Improvements to Cootamundra Scout Hall

Much needed new improvements to the Cootamundra Scout Hall included 3 new split system reverse cycle air conditioning units, a new stove in the kitchen area and the floor in the main hall sanded and resurfaced will make the facility more user friendly for all members of the Community. Whilst this work was visual, there was also work done to repair the roof, water damaged ceiling panels and upgrades to the electrical circuitry. The group were awarded a \$42,175.00 grant from the NSW State Government initiative Stronger Communities Fund, which is administered by Cootamundra-Gundagai Regional Council.

Pony club shelter

Cootamundra Pony Club members have erected a new shade shelter with the help from a Stronger Communities Fund grant. The new shelter will offer protection from environmental and climatic conditions. The Stronger Communities Fund grant of \$35,114, has seen the fabrication and erection of a metal framed and steel roofed structure, built on a concrete slab with power and lighting that will provide protection to club members and other users during all-weather events. Situated at the Cootamundra Show Grounds, the pony club area is used all year on a regular basis for club rally days, training days, Pony Club Gymkhanas, agricultural shows and fundraising events. Club members believe the new structure will have a positive effect on the future growth and development of the club.



Rotary celebrates 80 years of service with Peace Path opening

The celebration of Rotary's 80 years of service to the Cootamundra community coincided with the official opening of the Peace Path and Garden project, situated on the corner of Adams and Copper Streets in Albert Park Cootamundra. The path and gardens are incorporated into the existing Peace Pavilion, another outstanding Rotary project. The Stronger Communities Fund, an initiative of the NSW State Government and administered by Cootamundra-Gundagai Regional Council, granted the Rotary Club of Cootamundra \$5,713 in funds to assist with the completion of the precinct by constructing the path and landscaping the area around the pavilion. The path also incorporates bricks which have been purchased by local organisation and individuals and families.

Netball Scores a Goal

Cootamundra Netball Association has been able to purchase removable goalposts and safety pads for the grass courts in Nicholson Park. The Stronger Communities Fund grant for \$4879 allows the club to extend their playing area by four courts for use at netball carnivals and gala days.

Approved applications total \$1,108,891 for the communities across the local government area.

STRONGER COMMUNITIES FUND – Major Projects

Gundagai VIC Gets a Facelift

Visitors and locals alike will be advantaged with the redevelopment of Gundagai's Visitor Information Centre (VIC). The improvements will see disabled toilet amenities installed, trip hazards removed and the old shade sails replaced. The project's estimated cost is \$300,000 and will be undertaken with funds from Cootamundra-Gundagai Regional Council's Stronger Communities Fund major projects program. The Stronger Communities Fund is an initiative of the NSW Government and administered by CGRC.



Gundagai War Memorial Pool Set for Future - Retiling Of Pool and Permanent Disabled Access

Cootamundra-Gundagai Regional Council will spend in the vicinity of \$330,000 on the Gundagai War Memorial Swimming Pool, to install a disabled access ramp and retile the pool surfaces. The Gundagai War Memorial Swimming Pool has served the local community and a host of visitors since 1950. Due to the age and condition of the pool, it is facing major leakage problems with water escaping from the construction joints. The tiling of the pool will minimize the water seepage as well as extend the service life of the pool.

Relief Coming For Stormwater Networks

The towns of Cootamundra and Gundagai will benefit for years to come when council undertakes its storm water mitigation project. The project is on the drawing board, with funds from the Stronger Communities Fund Major Projects Program. Cootamundra-Gundagai Regional Council anticipates replacing and extending some of the old stormwater drains in both towns. Setting aside \$1 million from the NSW Government's Stronger Communities Fund, to ensure the ongoing improvement of stormwater systems continues and upgrades to the network begin.

Adventure Parks

Cootamundra-Gundagai Regional Council has been fortunate to gain expert advice from Tamworth Regional council's Projects and Assets officer Grant Reeckmann. Mr Reeckmann toured Cootamundra and Gundagai to advise on councils major projects that involve the construction of two adventure parks in the towns. Responsible for the award winning Tamworth Regional Playground Mr Reeckmann was able to pass on his extensive knowledge and expertise to council staff. Discussions were held on planning and design principles surrounding the installation of adventure parks and what they will bring to both towns.

Stronger Communities Fund paves the way on footpaths

Cootamundra-Gundagai Regional Council has allocated half a million dollars on bringing footpaths across the council area up to acceptable standards, thanks to funds allocated from the Stronger Communities Fund, major projects program. The work will minimize trip and fall incidents and will help promote secure walking conditions.



Fisher Park Lighting Upgrade Program

Cootamundra's iconic Fisher Park will be having the lighting system upgraded with funds from Cootamundra-Gundagai Regional Council's, Stronger Communities Fund major projects program. The existing lighting has been identified as being outdated, expensive to run and not considered appropriate for the future needs of the popular park. The proposal for the upgrade includes installation of 4 new poles with 4 lighting frames incorporating a 32 sports cluster green lighting system. This system will prove to be more economical than the current lighting and will address the expected future needs at Fisher Park. The estimated cost for the upgrading of the lighting system is \$250,000.

Rathmells Lane will be all weather

Residents along Rathmells Lane in Cootamundra were delighted that the reconstruction and bitumen sealing of their lane was undertaken. Cootamundra–Gundagai Regional Council (CGRC), identified the need to bitumen seal the laneway from Temora Road to the end of Rathmells Lane as an essential road upgrade. The bitumen sealing and upgrading has been made possible with funds from the Stronger Communities Fund, an initiative of the NSW State Government and administered by Cootamundra-Gundagai Regional Council. The cost was an estimated \$200,000, which will included widening of the roadway, installation and widening of table drains.

Swimmers Protected

CGRC have completed the erection of giant shades at each end of the Olympic pool. The well positioned shade structures cover a large area and offer more protection for swimmers and spectators, minimizing exposure to harmful UV Rays. The \$100,000 on the shade extension project is part of Cootamundra-Gundagai Regional Council's Stronger Communities Fund major projects program, and is an initiative of the NSW State Government.

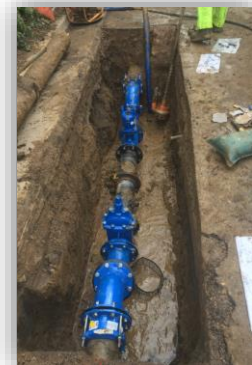


Lights on at Saleyards

An electrical upgrade and new lighting has been installed at the Cootamundra Saleyards. Cootamundra–Gundagai Regional Council (CGRC), allocated \$300,000 from the Stronger Communities Fund major projects program to undertake the work. The existing lighting was currently inadequate compared to current livestock handling standards. The new lights will be more energy efficient which is ultimately cost effective and environmentally friendly. The electrical upgrade allows for increased power needs into the future, address safety hazards and improve the overall quality of the electrical system.

Cootamundra Water Main Replacement Project - New Technology Used For Age Old Problem.

In preparation for the delivery of Cootamundra-Gundagai Regional Council's \$2 million water main replacement program, CGRC has commenced a trial of new water busting technology. The aim is to assess the merits of this technology which is expected to minimize disruption to traffic flow and inconvenience to local residents around the work sites. Council will replace one block of water main pipe a new 150mm poly pipe in Parker Lane using this technique. There will be less movement of heavy machinery, road closures and disruption to traffic movements.



Water Specialists Visit

Cootamundra's Water Main Replacement Program moved a step closer to reality when the project moved into the phase where tenders have been invited. CGRC identified the urgent need to replace the 60 year old water mains in the Cootamundra town area. With 19 kilometres being the old ductile cast iron pipes, laid in the 1930's. The replacement estimated cost would be in excess of \$5 million. Cootamundra-Gundagai Regional Council will spend \$2 million of Stronger Community Fund monies and will be considering further escalating a full replacement of the old mains system through a borrowing program. A pre-tender meeting was held in Cootamundra on Thursday 31st May, that saw representatives from eleven specialist companies come together to scope the project, have questions answered and carry out their own investigations. Attendance by Tenderers was mandatory to be considered eligible for award of the contracted works.

IMPLEMENTATION ACTIVITIES

Progress on the actions and targets for the implementation of one, new Council, was the main focus of Council activity of the course of the year. In addition to progressing all the actions that had been planned by the former Councils, all necessary administrative activities were undertaken to enable the newly created Council to begin operating as one entity. All staff contributed to the first stage of a comprehensive review of our service outputs, and our processes, with a view to work together to create a highly efficient team.

Service Delivery

- Review and Develop CGRC Service Standards/Levels
- Commence Rural Land Use Strategy Project Plan and associated community engagement
- Develop Villages Strategy, Land Use Strategy and relevant documents associated with the development of a new LEP
- Review and develop records management system (Info Expert) including staff training
- Develop and Implement Customer Service Charter
- Review and develop suite of forms and templates
- Develop and consolidate emergency management plan
- Review and rationalise conditions of development consent
- Develop and implement the Community Strategic Plan, Delivery Program and Operational Plan
- Integrate and consolidate population, economic development and social data

Community Engagement

- Develop a communications strategy
- Developing brand identity including logo design & corporate printing and stationary.
- Replace signage includes properties, vehicles, parks, buildings, shire entrances, facilities and streets
- Implement branding style guide including standardised templates across organisation
- Establish new Council website
- Pulse software program – IP&R
- Council chambers refurbishment for improved access and functionality for meetings

Organisational Structure

- Implement Organisational structure and transition staff
- Review and update position descriptions
- Program management of Merger Implementation Program
- Staff Culture review

Human Resources

- Develop Workforce Management Plan
- Implement Staff Wellbeing program
- Implement Staff Training and Development Plan
- Leadership Program
- Develop and implement reward and recognition program
- Develop and implement salary structure and system
- Review and adopt WHS Policy

Finance

- Undertake rates modelling for 2020 and beyond
- Integrate and develop corporate software system (Authority) and implement staff training
- Harmonise Fees and Charges system
- Implement ICT Infrastructure

Information and Communication Technology (ICT)

- Develop and implement new intranet
- Webcasting of Council Meetings
- Implement teleconference facilities between worksites and meeting rooms
- Upgrade internet in both offices to optic fibre
- Wireless network connection between all Council worksites
- Review and update new mapping systems
- Booking system for all Council facilities

E-Business

- Implement email rates notices option and online payments
- Online customer request system
- Integrated online DA lodgement system

Assets

- Development and consolidate an asset management framework (asset management plans, strategies, policies, guidelines and service standards)
- Review and consolidate baseline data for all assets registers
- Document service standards for all assets
- Review and consolidate section 64, section 94 and section 94A developer contribution plans
- Develop and implementation of an Asset Management System

Governance and Risk

- Establish internal audit charter and policy
- Prepare and update business continuity plan
- Council committee and meeting structure and support
- Development of Delegations Register
- Councillor induction and training
- Undertake Governance Best Practice Review
- Adopt a Code of Conduct Review panel
- Review and develop organisational policies

KEY ACHIEVEMENTS

1: A vibrant and supportive community: all members of our community are valued

1.1: Our Community is inclusive and connected

1.2: Public spaces provide for a diversity of activity and strengthen our social connections

1.3: Our community members are healthy and safe

LET'S GET THE PARTY STARTED! OPENING OF GUNDAGAI MAIN STREET UPGRADE

The Gundagai Main Street Upgrade Project provided a full streetscape treatment, replacing old for new. New underground services, new foot paving, retaining walls, ramps, handrails, street lighting, decorative lighting, landscaping, public art, street furniture, kerb and gutter construction and new road pavement. Enhancement of the public domains and amenities for the community, with high quality finishes were installed, and all delivered on budget. Major improvements in pedestrian and vehicle safety through design were also a priority. The project ensured that local heritage and culture has been valued, preserved and celebrated. Providing facilities that will attract and encourage visitors and lead to increased business activities and employment opportunities.



GUNDAGAI RETAINING WALLS

For Gundagai locals and visitors a walk along Otway Street and within the Gundagai Baptist Church and Men's Shed grounds will be far safer and pleasurable in the future. A project to install retaining walls on the Baptist Church and Men's Shed locations has been completed. Phase one of the project has seen handrails installed at the Baptist Church in Otway Street Gundagai. The existing walls were at risk of collapse, and were decaying with large cracks and warping. The walls were a major safety concern and considering the height of the Baptist Church wall, replacement was seen as a priority. The pathways have been un-useable for more than 12 months. The old timber handrails at the church have been replaced as these were also considered a safety risk. Repairing of the guttering will also been undertaken. The \$166,000 project has been funded with a grant from the Department of Industry, as both buildings are on Crown Land.

PERSISTENCE PAYS OFF FOR STAN CROWE OVAL

Years of dedication, hard work and persistence came to fruition with the official opening of the new amenities block at Stan Crowe Oval. The new facilities located between Stan Crowe and Owen Vincent Ovals include male and female toilets, showers and change rooms. A well-equipped canteen, a store room and a large spectator shade area have also been incorporated. Representatives from South West NRL, Cricket NSW, NSW Office of Sport, Cootamundra-Gundagai Regional Council and NSW Government attended the opening along with a large crowd of Gundagai locals and school children.

RECORDING THE STORIES OF THE HERITAGE WORLD WAR II FUEL DEPOT

Cootamundra-Gundagai Regional Council is putting the call out to members of the public who can remember the old World War II Fuel Depot site in action. The site is located on the Southern end of town on the Wagga Road and was built during the early parts of WWII to store aviation fuel and was the first facility of its kind to be built in NSW. After the War the facility was purchased by AMPOL who used it as a storage depot for many years after. Council's future plans for the site is to open it to the public as a historical attraction and place of interest so the recording the local knowledge about the site is very important.



HERITAGE FOCUS FOR WALLENDBEEN

Cootamundra-Gundagai Regional Council (CGRC) has been awarded a grant of \$95,000 for a three stage project that will see the revitalisation of the Wallendbeen Heritage Conservation Area along a military service theme. The project aims to increase community pride in local heritage and increase visitor numbers to the village. The project was assisted by the NSW Government through the Heritage Near Me program. The project is the result of extensive consultation between CGRC and the Wallendbeen community.

OLD MILL TO BE PRESERVED

CGRC has agreed to purchase the iconic Mill building, after a decision was taken at a closed council meeting held recently. The historical significance was not lost on concerned community members and councillors, who thought that the site and building needed to be protected from private development that may see it excluded from public and community involvement. A structural engineers report has been received and reviewed by council, the report has found that generally the building is in very good condition for its age and type of construction.



PET'S ROADSHOW

Responsible companion pet ownership is being promoted by Cootamundra-Gundagai Regional Council through the Community Animals Responsibility & Education Program or CARE Program. Pet ownership brings with it a number of responsibilities and Council's Regulatory Services staff are always available to provide advice to owners on these responsibilities. The CARE Program aims to help with responsible pet ownership promotion now and into the future, Council has purchased a second hand caravan that will be refurbished as a mobile office where council staff will be able to perform all the duties required to fulfil their obligations to educate pet owners. It is expected that the refurbishment works will take several weeks to complete with progress updates being added to Council's Facebook page. The CARE Program has been founded through a Responsible Pet Ownership grant from The Office of Local Government. This is the second grant of this type that Council has been fortunate enough to receive over the past four years.

MURAL UNVEILED FOR RECONCILIATION

Reconciliation Week in Cootamundra was marked with an unveiling ceremony in Cootamundra's Apex Park on Tuesday. The mural was created by artist Amanda Levitt and depicts the community coming together, walking hand in hand, and building friendships and social inclusion. The circle represents the sun (yellow) and the travel lines running off the sun represent the land (brown) and the crops (green).

CANINE SAFETY COMES IN CUBES

Cootamundra-Gundagai Regional Council has introduced a new safety system for capturing, transporting and holding impounded animals, in particular dogs with the fitting of K-9 Kubes fitted to CGRC Ranger vehicles. The K-9 Kube has a hydraulic lift to allow dogs to be loaded at ground level and moved up onto the tray of the vehicle without being lifted by the Ranger.



GUNDAGAI RAIL BRIDGE

The NSW Government and Cootamundra-Gundagai Regional Council has granted \$50,000 from the Stronger Country Communities Fund to commission a development study to plan and fully cost the conservation and repurposing of the heritage listed structure, as a pedestrian and cycle way. Considered one of Australia's most photographed bridges, the Gundagai Rail Bridge is a step closer to again becoming a source of transportation across the mighty Murrumbidgee and a dynamic asset for the Gundagai community.

2: A prosperous and resilient economy: we are innovative and 'open for business'

2.1: The local economy is strong and diverse

2.2: Strategic land-use planning is co-ordinated and needs-based

2.3: Tourism opportunities are actively promoted

2.4: Our local workforce is skilled and workplace ready

WORKSHOPS TO HELP LOCAL BUSINESSES PROSPER

Cootamundra-Gundagai Regional Council and the Riverina Business Enterprise Centre have partnered up to offer workshops for local businesses on How to Excel in Sales and Customer Service. The workshops will be held in Cootamundra and Gundagai. This opportunity will enable small businesses owners in the region to learn what is needed through eight simple steps on how to sell to anyone. The presenter, David Yeates has extensive experience in running retail businesses, franchising, corporate operations, sales teams and more. David's expertise in development and growth of new businesses coupled with his knowledge of technical corporate sales will provides a valuable resource to operators.

TIS THE SEASON... SHERIDAN STREET TO SHINE THIS CHRISTMAS.

The essence of Christmas will be glowing and glimmering in Gundagai this year. Sheridan Street the town's MAIN STREET will be decorated with giant Christmas trees, twinkling solar powered Christmas lights and a nativity scene in Carberry Park.

Cootamundra-Gundagai Regional Council has partnered with the Gundagai Regional Enhancement Group (GREG) Christmas Decorations committee and committed \$1500 to assist with the purchase lights and the Christmas trees.

3: Sustainable natural and built environments: we connect with the places and spaces around us

3.1: The natural environment is valued and protected

3.2: Our built environments support and enhance liveability

SAFETY IMPROVEMENTS COMPLETED FOR COWCUMBLA STREET CROSSING

Cootamundra-Gundagai Regional Council has completed the improvements to the Gundagai Road and Cowcumbra Street intersection in Cootamundra. The upgrades will provide safer heavy vehicle movements to the Cootamundra industrial area, with the introduction of turning lanes on Gundagai Road. Traversing Muttama Creek during wet weather will also be safer with the installation of box culverts replacing the low level causeway. The project was largely funded by a \$720,000 investment from the NSW Government's Restart NSW Fixing Country Roads program, with \$250,000 in additional funds provided by Cootamundra-Gundagai Regional Council. The work on the causeway has seen the level raised by approximately 1.2-metres and the width also increased to allow two vehicles to pass safely at the same time.



THREE-WAYS BRIDGE REPAIR

The Three-Ways Bridge on the Adjungbilly Road had been under load limit restriction for an extended period due to structural concerns. The new bridge was fabricated off site, and assembled at the Three-ways site. Council was able to reuse the original bridge deck as this was determined to be satisfactory which resulted in savings on the overall project. The approaches to the bridge had to be built up to the new height of the new deck by Cootamundra-Gundagai Regional Council road crews. Final works to install new guard rail where the final stage in the completion of the project. The work has been funded from Roads to Recovery funding, and will now allow heavy vehicles to once again use this route.

DRONE PROVIDES ACCURATE AERIAL MAPPING

Cootamundra-Gundagai Regional Council is undertaking a project that will see the locations of water valves and hydrants accurately mapped, using GPS co-ordinates. The drone will provide aerial pictures and global positioning. Council operators are CASA Licensed and operate under strict guidelines.

SEWER MAIN TECHNOLOGY EXTENDS LIFE

The \$345,000 project will see Gundagai's sewer mains renewed with a structural re-line using new technology extending the life of the mains by up to 50 years. Contractors, Interflow use a technique where a single, continuous strip of PVC, is spirally wound into the existing pipeline via a winding machine positioned at the base of an existing manhole or access chamber. The edges of the strip interlock as it is spirally wound to form a continuous watertight liner inside the host pipe. Once a section of liner is installed, a mechanical process is used to radially expand it until it fits tightly against the wall of the host pipe. The ends of the liner at each manhole are sealed and rendered to the host pipe.

GUNDAGAI SEWERAGE TREATMENT PLANT PROJECT

Cootamundra-Gundagai Regional Council has commenced work on the construction of the new sewerage treatment works in Gundagai. This phase of the project includes the construction of a new entry road to allow heavy machinery and construction vehicles access to the site. The fencing widened, and safety fencing installed to isolate the golf course from the construction area. Trees have been pruned back and some removed to allow workers access to the perimeter of the new area. The existing plant is essentially 100 years old and has suffered some flood damage in recent years particularly the 2012 flood given the age of this plant. The replacement of the treatment works is being made possible with funds from the NSW State Government and Cootamundra-Gundagai Regional Council.



4: Good governance: An actively engaged community and strong leadership team

4.1: Decision-making is based on collaborative, transparent and accountable leadership

4.2: Active participation and engagement in local decision-making

4.3: Cootamundra-Gundagai Regional Council is a premier local government Council

THE STORY OF OUR CEMETERIES

Cootamundra-Gundagai Regional Council recognises the importance of cemeteries in our communities and dedicates full time staff resources to the maintenance and beautification of cemeteries throughout the Council area. Cootamundra-Gundagai Regional Council, has now embarked on the massive task of collating records and mapping of all of the cemeteries in the region commencing the project at South Gundagai cemetery with close to 1000 graves being identified and mapped. Individual photographs of headstones and plaques have also been taken. Council Staff will attend 13 cemeteries across our Council area collating data from each visit. This data will be compiled in conjunction with records from volumes of information gathered over the years by various groups and individuals. This historical information is proving invaluable to Council staff in completing this project. The Cootamundra, Wallendbeen and Stockinbingal cemeteries are mapped, however cemeteries in North and South Gundagai, Coolac, Humula, Muttama, Nangus, Tumbalong and other smaller village areas require further research and collection of precise data, mapping and photographs. The project, whilst providing valuable data to both the Council and the Community, will also be a legacy for future generations who are researching family history and for those who want to find their loved ones final resting place

STATUTORY REPORTING REQUIREMENTS

The following information details Council's response to the statutory reporting requirements of the Local Government Act 1993 under section 428 Annual Reports and the more detailed response to the Local Government (General) Regulation 2005.

TOTAL RATES AND CHARGES WRITTEN OFF

Local Government Act Cl 132 (5)

The total rates and charges written off was \$6153.23

MAYORAL AND COUNCILLOR EXPENSES

Local Government General Regulation Cl 217(a1)

	Total for year	
	Fee	Travel and IT expenses
W1001.357.462 (355 Travel)		
Councillor Fee		
Doug Phillips	\$ 8,998.89	\$ -
Dennis Palmer	\$ 8,998.89	\$ 898.56
Craig Stewart	\$ 8,998.89	\$ 350.88
Penny Nicholson	\$ 8,998.89	\$ 374.40
David Graham	\$ 8,998.89	\$ 1,778.40
Abb McAlister	\$ 8,998.89	\$ 1,662.96
Leigh Bowden	\$ 8,998.89	\$ 2,271.68
Charlie Sheehan	\$ 8,998.89	\$ 943.02
Gil Kelly	\$ 8,998.89	\$ -
Total Councillor Fee	\$ 80,990.00	\$ 8,279.90
W1001.479.460		
Mayoral Fee		
Dennis Palmer	\$ 9,819.44	\$ -
Abb McAlister	\$ 9,819.44	\$ 1,132.88
Total Councillor Fee	\$ 19,638.89	\$ 1,132.88
Total Mayoral and Councillor Fees	\$ 100,628.89	\$ 9,412.78

DETAILS AND PURPOSE OF OVERSEAS VISITS

Local Government General Regulation Cl 217(a)

During the year no Councillor, Council Officer or other person undertook an overseas visit as part of their Council duties.

CONTRACTORS / WORKS AWARDED

Local Government General Regulation Cl 217(a2)

The following table details contracts awarded by Council during the year for sums of greater than \$150,000.

Contractor Name	Description of Goods, Works or Service	Contract sum or estimate¹
Arcscape Landscape Services	Laying stone paving tiles in Sheridan Street Gundagai	\$213,455 ¹
Rosmech	Supply of street sweeper	\$321,169
Wagga Trucks	Supply of two six wheeler heavy duty tipping trucks	\$415,546

Notes

1. Means the amount is an estimate with some estimates based on the nominated schedule of rates and estimated quantity of work to be performed.

2. All amounts are GST inclusive.

LEGAL PROCEEDINGS

Local Government General Regulation Cl 217(a3)

During the year the total cost of legal expenses in relation to legal proceedings incurred by Council was \$152,752.00.

PRIVATE WORKS AND FINANCIAL ASSISTANCE

Local Government Act s67(3) and Local Government General Regulation Cl 217(a4)

Section 67(2) of the Local Government Act permits Council to subsidise the cost of works carried out on private land subject to certain conditions.

Council did not undertake any works on private land where there was any decision to charge less than the approved fee.

AMOUNTS CONTRIBUTED OR OTHERWISE GRANTED

Local Government General Regulation Cl 217(a5)

During the financial year, Council provided funding to external bodies as per section 356 of the Local Government Act, as follows.

Financial Assistance

Council provided financial assistance to other organisations, totalling \$33,000 during the year. Council also approved in-kind assistance to local schools and other community based organisations.

FUNCTIONS DELEGATED BY COUNCIL

Local Government General Regulation Cl 217(a6)

To better engage the community and reflect local community views and needs, Council delegates a range of its functions to volunteer committees and other organisations.

The following committees were involved in the planning and management of Council facilities or functions and were appointed in accordance with section 355 of the Local Government Act.

- Cootamundra Showground Users
- Wallendbeen Memorial Hall
- Stockinbingal Ellwood's Hall
- Muttama Hall Management Committee

- Cootamundra Beach Volleyball Festival Committee
- Cootamundra Heritage Centre Management
- Cootamundra Concert Band
- Muttama Creek Regeneration Group
- Cootamundra Creative Arts and Cultural Centre

CONTROLLING INTEREST STATEMENT

Local Government General Regulation Cl 217(a7)

Council held no controlling interests in companies during the 2017-18 year.

EXTERNAL BODIES, COMPANIES OR PARTNERSHIPS

Local Government General Regulation Cl 217(a8)

Cootamundra Development Corporation Limited

Cootamundra Development Corporation is a company limited by guarantee that provides services to Cootamundra businesses, with the objective to develop Cootamundra and district. Council has representation on the board of management. Council benefits from services provided in accordance with a memorandum of understanding, in exchange for a Council contribution of \$30,323 per annum. The services provided relate to tourism and economic development.

Goldenfields Water County Council

Goldenfields Water County Council is a local water authority that provides water directly to residents within the Council area. In addition, Council purchases bulk water from Goldenfields and supplies it to residents within the Cootamundra township. Council has one Council representative on the Goldenfields Water County Council.

Riverina Eastern Regional Organisation of Councils (REROC)

REROC is a voluntary association of 9 General Purpose Councils and 2 water county Councils. Initially established with a focus on resource sharing activities which save money for member councils, REROC's activities have grown to encompass regional planning, intergovernmental collaborations and advocacy and lobbying. Virtually every operational area of local government has been touched by the activities of REROC with the purpose of delivering more efficient and effective outcomes by utilising both the number of members and their combined demands and resources to create scale and capacity.

Riverina Joint Organisation

REROC was selected to work with the NSW Government to develop a new model to replace ROCs, called Joint Organisations (JOs). JOs will become legal entities with additional administrative and compliance requirements imposed by legislation. REROC is one of five groups of NSW councils that are piloting the JO structure. Each of the groups has a strong history and a commitment to partnering with the State to address regional priorities such as economic development, transport and infrastructure.

Riverina Regional Library

The Riverina Regional Library (RRL) is the largest regional library service in NSW. It provides library services to approximately 137,845 constituents of 10 local government areas in a partnership arrangement with those Councils, being Bland, Coolamon, Cootamundra-Gundagai, Federation, Greater Hume, Junee, Lockhart, Temora, Snowy Valleys and the City of Wagga Wagga. The service consists of 18 stationary library branches and a mobile library spread over an area of 47,830 sq km.

Riverina Regional Tourism

Council is a member of the peak regional tourism organisation in the Riverina; Riverina Regional Tourism (RRT). The key role of the organisation is as a tourism marketing body for the Riverina. Council contributes to the direction of RRT as a member, working collaboratively with the other member Councils to promote the region. RRT has been responsible for a number of successful tourism campaigns throughout the year, including TASTE Riverina.

Softwoods Working Group

Council is a member of the Softwoods Working Group. The group was formed in response to the rapid expansion of the softwood plantation industry. It has a key objective to lobby for adequate funding to upgrade and maintain the road network with a load capacity that can support the heavy haulage vehicles of the timber processing industries.

South East Weight of Loads Group

Council is a member of the South East Weight of Loads Group which was formed to ensure that road pavements are protected against overloaded vehicles in the South Eastern Region of New South Wales. The Group enforces the weight of loads restrictions within the participating local government areas. Council administers the investment of this group, being their unexpended funding, at a fee of 0.25%.

South West Regional Waste Management Group

The South West Regional Waste Management Group is a regional collaboration that jointly manages waste management and has long term contracts with the operator of the Bald Hill Quarry (near Jugiong) to use as a landfill site.

South West Slopes Zone Rural Fire Service

Council is a member of the South West Slopes Zone Rural Fire Service, with Hilltops Council. The Group controls the obligations of both Councils under the Rural Fires Act, 1997 and jointly employs a Fire Control Officer and four other personnel to co-ordinate the activities of the group. All positions are based in the township of Harden and utilise the services of an extensive radio network to maintain contact with the volunteer Bushfire Brigades.

NSW Local Government Mutual Liability Scheme (Statewide)

Statewide Mutual is a discretionary mutual pool scheme providing insurance cover for its member councils major insurable risks. It is a self insurance mutual which is backed by reinsurance placed through local and international underwriters. Members own each scheme and benefit from building equity resulting from surplus contributions.

EEO MANAGEMENT PLAN IMPLEMENTATION

Local Government General Regulation Cl 217(a9)

Equal Employment Opportunity (EEO) focuses on recognising and valuing diversity within the workplace. This means having workplace policies, practices and behaviours that are fair and do not disadvantage people who belong to particular groups.

Council provides a large number of services to a diverse community and aims to promote an environment free from harassment, bullying, victimisation and discrimination. We have an EEO Management Plan with strategies that assist members of EEO groups to overcome past and present disadvantages.

Key EEO activities implemented during the year were:

- Facilitating induction programs for new employees including EEO practices
- Implementing traineeship and apprenticeship programs across Council
- Using merit based recruitment practices

- Reviewing and managing Council's Employee Assistance Program
- Managing the ongoing review and implementation of HR policies and procedures that support staff grievance resolution, anti-discrimination, workplace bullying and harassment.
- Implementing staff training programs.
- Facilitating appropriate workplace communication.

TOTAL REMUNERATION FOR GENERAL MANAGER AND SENIOR STAFF

Local Government General Regulation Cl 217(b) and (c)

During the 2017-18 financial year Council's senior officers were comprised of:

General Manager

Deputy General Manager / Interim Director Assets

Director Planning and Development

Director Operations

Director Corporate Services

General Manager	\$249,864
Senior Staff	\$709,665

Note that the General Manager total remuneration includes a termination payment that comprises accrued annual leave, long service leave and a redundancy amount.

Note that the Director Operations and Director Corporate Services were senior staff members for a part year only.

STORMWATER LEVIES AND CHARGES

Local Government General Regulation Cl 217(e)

Council levies an annual Stormwater Management Charge to both residential and business properties, subject to exemptions provided for under the Local Government Act 1993. All funds raised are applied to stormwater management improvements, including the following projects completed during the year:

Pinkerton Road Drainage Works

SPECIAL RATE VARIATION EXPENDITURE

Local Government Act 1993 s508(2)

2014-15 Ten year variation

The former Gundagai Shire Council applied for a special rate variation of 12.82% above the rate peg for a period of 10 years from 2014-15 to 2023-2024.

The total income received in the 2017-2018 year was \$430,150.00. The additional income is used for the purpose of financing the debt servicing cost of a \$3M bank loan to fund the main street upgrade project. The total debt servicing expense in the 2017-18 year was \$377,576.15.

2008-09 Ten year variation

The former Gundagai Shire Council applied for a special rate variation of 12.89% above the rate peg for a period of ten years from 2008-09 to 2017-18.

The total income received in the 2017-18 year was \$263,530. The former Gundagai Shire Council stated that the principal driver behind their application was to maintain/upgrade and to a lesser extent expand its infrastructure assets.

COMPANION ANIMALS MANAGEMENT
Local Government General Regulation Cl 217(f)

Council has lodged its Animal Care Facility return with The Office of Local Government. A copy of this data is included with this report. Council has recorded 13 dog attacks in this period. From these incidents 11 infringement notices were issued, 2 dogs were declared dangerous and 6 dogs were euthanized, in other cases the offending dog was unable to be located. Council received \$12,749.00 in registration fees for the 2017-2018 financial year.

Council has a proud reputation of rehoming animals or returning animals to their owners. As can be seen by the attached figures. No cats were euthanized and only 6 dogs were euthanized. All of these dogs were involved in incidents where Council staff deemed that the animals were unsuitable for rehoming. Council utilises a very large network of rescue organisations to assist in the safe rehoming of animals. Council staff as well as Council volunteers liaise closely with these organisations to ensure compliance with Regulatory requirements is met and that the animal are taken to ethical organisations. Council also utilises a Facebook page to assist with advertising of these animals. Nearly 60% of animals that are seized are returned home, this indicates that a high percentage of Companion Animals in the LGA are identified.

Council conducted a number of free microchipping days in the region. Not only setting up in the larger towns but also spending time in 6 small villages in the region. This initiative was well received and it is planned to continue with this practice.

Council has two Rangers that regularly patrol townships as well as villages. The Rangers maintain a high profile within the community and are proactive in putting education first before prosecution.

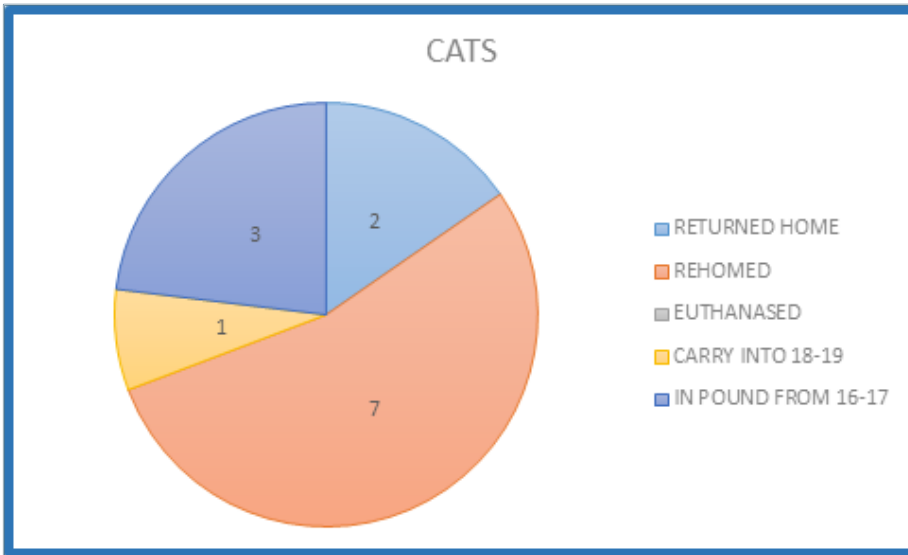
Council currently has two (2) unfenced off leash areas in the township of Cootamundra and 1 fenced area. Investigations are underway to establish two (2) off leash areas in the township of Gundagai. These areas are serviced with dog tidy dispensers, providing owners with disposable tidy bags for animal clean ups.

Cats

Seizure details	Jul	Aug	Sep	Oct	No	Dec	Jan	Feb	Ma	Apr	Ma	Jun
Seized	5	1	0	0	0	1	1	1	0	0	0	1
Returned to owner no impounding	0	0	0	0	0	0	0	0	0	0	0	0
Transferred to Council pound	5	1	0	0	0	1	1	1	0	0	0	1

Release details	Jul	Aug	Sep	Oct	No	Dec	Jan	Feb	Ma	Apr	Ma	Jun
Released to owner from pound	0	0	0	0	0	0	0	0	2	0	0	0
Released for rehoming	1	5	0	0	0	1	0	0	0	0	0	0
Stolen from council pound	0	0	0	0	0	0	0	0	0	0	0	0
Euthanased	0	0	0	0	0	0	0	0	0	0	0	0
Total in ACF	4	5	0	0	0	0	1	2	0	0	0	1

Summary of Seizures & Impounding's	
Total Cats received	10
Returned to owner	2
Rehomed	7
Euthanased	0
In Animal Care Facility at 30.6.18	1

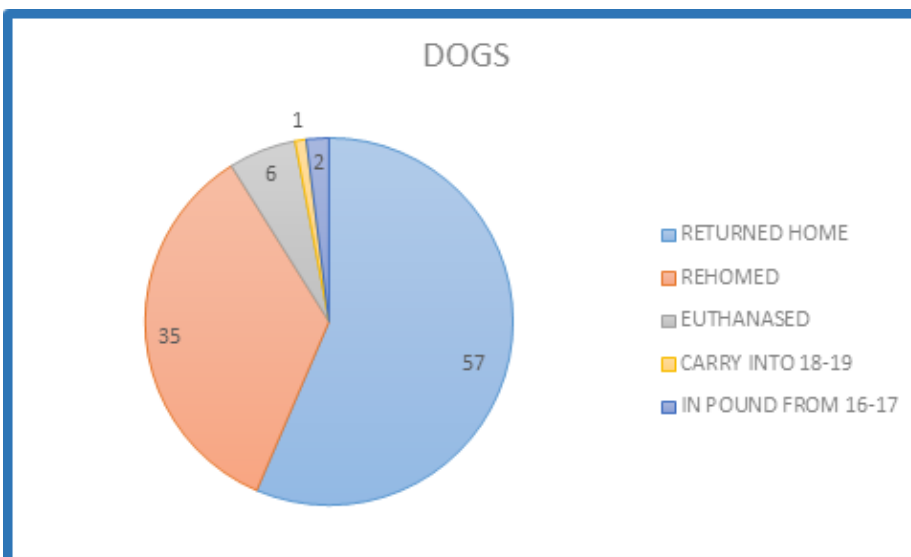


Dogs

Seizure details	Jul	Aug	Sep	Oct	No	Dec	Jan	Feb	Ma	Apr	Ma	Jun
Seized	8	4	8	12	6	3	10	10	11	11	9	7
Returned to owner no impounding	0	0	0	0	0	0	0	0	0	0	0	0
Transferred to Council pound	8	4	8	12	6	3	10	10	11	11	9	7

Release details	Jul	Aug	Sep	Oct	No	Dec	Jan	Feb	Ma	Apr	Ma	Jun
Released to owner from pound	3	4	3	10	4	3	5	4	3	6	7	5
Released for rehoming	0	3	1	4	2	2	2	4	4	5	6	2
Stolen from council pound	0	0	0	0	0	0	0	0	0	0	0	0
Euthanased	0	0	1	1	0	0	0	1	2	0	1	0
Total in ACF	5	2	5	2	2	0	3	4	6	6	1	1

Summary of Seizures & Impounding's	
Total Dogs received	99
Returned to owner	57
Rehomed	35
Euthanased	6
In Animal Care Facility at 30.6.18	1



GOVERNMENT INFORMATION PUBLIC ACCESS (GIPA) ANNUAL REPORT
Government Information (Public Access) Act 2009 section 125 (1)

Review of proactive release program

In accordance with section 7 of the GIPA Act, agencies must review their programs for the release of government information to identify the kinds of information that can be made publically available. This review must be undertaken at least once every 12 months. Council undertook the following initiatives as part of the review of its proactive release program for the reporting period.

- Updated Access to information page on website
- Created new Access to information forms and information documents
- Created a new Agency Information Guide
- Created Access to Information policy
- Making further improvements to access to information processes used within Council

Number of access applications received

During the reporting period, Council received a total of three (3) formal access applications. There were no invalid applications.

One (1) application was withdrawn. No applications were transferred to other agencies.

Number of refused applications

No access applications were refused. One (1) application was granted in part with copyright documentation refused.

No applications were refused based upon a conclusive presumption of overriding public interest against disclosure.

Timeliness

All three (3) applications were decided within the statutory timeframe (20 days plus extensions).

Reviews

There were no reviews of application requests and no requests for any decisions to be reviewed.

Number of applications by type and outcome								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn
Media	-	-	-	-	-	-	-	-
Members of Parliament	-	-	-	-	-	-	-	-
Private sector business	-	-	-	-	-	-	-	-
Not for profit organisations or community groups	-	-	-	-	-	-	-	-
Members of the public (application by legal representative)	1	1	-	-	-	-	-	-
Members of the public (other)	-	-	-	-	-	-	-	1

Number of applications by type of application and outcome								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Personal information applications	-	-	-	-	-	-	-	-
Access applications (other than personal information applications)	1	1	-	-	-	-	-	1
Access applications that are partly personal information applications and partly other	-	-	-	-	-	-	-	-

PUBLIC INTEREST DISCLOSURES

Public Interest Disclosures Act 1994 Regulation 2011

Council has an adopted Internal Reporting Policy in accordance with the requirements of the Public Interest Disclosures Act 1994 (PID Act). The policy provides a mechanism for Council Officials to make disclosures about serious wrongdoing.

During the year, the following disclosures were made under this policy.

Number of public officials who made public interest disclosures	Nil
Number of public interest disclosures received	Nil
Of public interest disclosures, number primarily about:	
Corrupt conduct	n/a
Maladministration	n/a
Serious and substantial waste	n/a
Government information contravention	n/a
Pecuniary interest contravention	n/a

CODE OF CONDUCT

Code of Conduct Administration Procedure, Part 12

All staff and Councillors are bound to comply with the Council's Code of Conduct. All complaints are investigated and dealt with in accordance with the Code of Conduct Policy and Procedure. The following statistics are reported about code of conduct complaints made during the period 1 July 2017 to 31 June 2018.

	Total
a) Complaints made about councillors and the general manager	Nil
b) Referred to a conduct reviewer	Nil

	Total
c) Finalised by a conduct reviewer at the preliminary assessment stage Outcomes of finalised complaints: n/a	Nil
d) Complaints investigated by a conduct reviewer	Nil
e) Complaints investigated by a conduct review committee	Nil
f) Outcomes of finalised complaints: n/a	
g) Reviewed by the Office of Local Government Outcomes of reviews: n/a	Nil
h) Cost of dealing with complaints about councillors and the general manager, including staff costs	Nil

COUNCIL CONTACT DETAILS

For a copy of this report or information concerning documents referred to herein please contact

COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

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Website: www.cgrc.nsw.gov.au

Cootamundra Office

Address: 81 Wallendoon Street, Cootamundra, NSW 2590

Phone: 1300 459 689



Gundagai Office

Address: 255 Sheridan Street, Gundagai NSW 2722

Phone: 1300 459 689

