



**FEDERATION
COUNCIL**

Minutes

Tuesday, 17 October 2017

Council Chambers, Corowa

Commenced 10:14 am



CONTENTS PAGE

1.	MEETING OPENING	4
2.	NOTIFICATION OF PECUNIARY/CONFLICTS OF INTEREST IN MEETING BUSINESS ITEMS	4
3.	CONFIRMATION OF MINUTES	4
4.	MAYORAL MINUTES	5
8.6	BITUMEN RESEALING PROGRAM 2017/2018 – TENDER 18/03	5
5.	GENERAL MANAGER REPORT	8
5.1	Federation Council Merger Implementation Plan	8
5.2	Stronger Communities Fund – Quarterly Report	9
5.3	Pecuniary Interest Returns	13
6.	DIRECTOR CORPORATE AND COMMUNITY SERVICES REPORT	14
6.1	Christmas Period Opening Hours	14
6.2	Tourism Activities	15
6.3	Library Promotion	16
6.4	2018 Australia Day Awards and Ceremony	17
6.5	NSW Regional Growth - Environment and Tourism Fund	19
6.6	Council Seal Policy	20
6.7	Oath and Affirmation of Office Taken by New Councillors	21
7.	DIRECTOR FINANCE AND ORGANISATION DEVELOPMENT REPORT	23
7.1	Statement of Bank Balances and Reconciliation as at 30 September 2017	23
7.2	Schedule of Investments as at 30 September 2017	24
7.3	Progress on Completion of 2016/17 Annual Financial Statements for Federation Council as at 30 June 2017 and 1st Quarter 2017/18 Operating Budget Review to 30 September 2017	25
8.	DIRECTOR INFRASTRUCTURE AND ENVIRONMENT REPORT	27
8.1	Building Approvals – Complying and Construction Certificates Approved	27
8.2	Development Applications Approved Under Delegated (Staff) Authority Since Last Ordinary Council Meeting	28
8.3	Asset Management Policy	29
8.4	Asset Management Committee	31
8.5	DA 2017/32 Proposed Car Wash - 12 Bow Street Corowa	34

9.	NOTICE OF MOTION / QUESTION WITH NOTICE	43
	No Items	43
10.	REPORTS FROM COMMITTEES	43
	No Items	43
11.	PRÉCIS OF CORRESPONDENCE REQUIRING COUNCIL ACTION/FOR INFORMATION	43
	11.1 Corowa Swimming Pool	43
12.	CONFIDENTIAL ITEMS	43
	No Items	43
13.	CLOSURE OF MEETING	43

1. MEETING OPENING

PRESENT:

The Mayor, Councillor PMJ Bourke (Chairperson), Councillors AC Kennedy, GJ Law, DS Longley, FT Longmire, PI Miegel, BJ Thomas, NW Wales APM and SM Whitechurch (Deputy Mayor).

ALSO PRESENT:

Mr C Gillard (General Manager), Mr KC Parker (Director Finance and Organisation Development), Mr P Gall (Director Infrastructure and Environment), and Mrs RM Henson (Executive Assistant – Minute taker).

APOLOGIES:

The apology received from Ms KJ Kay (Director Corporate and Community Services) was noted.

2. NOTIFICATION OF PECUNIARY/CONFLICTS OF INTEREST IN MEETING BUSINESS ITEMS

Councillor Whitechurch declared a pecuniary interest under Section 443 (1(a)) of the Local Government Act and Clause 63 (1(b)) of Council's Code of Meeting Practice in item 8.5 DA 2017/32 Proposed Car Wash - 12 Bow Street Corowa as he works with one of the applicants.

3. CONFIRMATION OF MINUTES

154/17FC **RESOLVED** on the motion of Councillors Miegel and Law that the Minutes of the Ordinary Meeting held on 26 September 2017 be confirmed.

4. MAYORAL MINUTES

155/17FC **RESOLVED** on the motion of Councillors Law and Kennedy that Council confirm its decision that it will not lease land in Howlong for the purpose of a compost facility.

Peter Gall (Director Infrastructure and Environment) left the meeting at 10.17 am.

156/17FC **RESOLVED** on the motion of Councillors Thomas and Miegel that future Council Meetings commence at 9.30 am and continue to be held the third Tuesday of each month.

Peter Gall (Director Infrastructure and Environment) returned to the meeting at 10.19 am.

ADDENDUM – ITEM 8.6

8.6 [BITUMEN RESEALING PROGRAM 2017/2018 – TENDER 18/03](#)

Summary

This report has been submitted as urgent business due to the impact on Councils works program. A delay until the November Council meeting will result in an overall one month delay for delivery of the sealing program.

Background

The work under this Contract involves the Bituminous resurfacing of various sections of the existing sealed network of roads within the Council area.

Types of roads included within the Contract are, State, Regional and Rural roads as well as Urban streets.

Tenders were advertised on TenderLink, via the Council website from 18 September 2017.

Tenders closed at 3.00pm on Tuesday 10 October 2017. There were no addenda issued for the Contract.

The tender is for a one(1) year period with an extension of one (1) year if both parties are agreeable.

Assessment:

Six (6) tenders were received with one (1) tender initially considered to be un-conforming due to the fact that the extended amounts did not tally correctly. The tender was still considered with the corrected extended amounts used in the tender assessment. All tenderers are known participants within the industry, with relevant experience and resources capable of undertaking the work required for this project. A detailed tender assessment process was undertaken based on the following criteria.

Criteria	Weighting
Relevant experience	20%
Past performance	30%
Quality, OH&S and Environmental systems	10%
Technical Skills	5%
Management skills	5%
Price	30%

Each of these attributes is given a point score in the range of 0 to 5. The scores are determined by company resumes, references, Council's previous experience and details of the system of work to be used, ie, plant, people and process.

The point score is multiplied by the weighting factor which gives an attribute value, and these values are added together for each Tender to give a ranking score.

Point scores are based on the following:

5	Excellent	Top five percentile
4	Very good	Top quartile
3	Good	Better than average - second quartile
2	Acceptable	Third quartile
1	Marginally adequate	Lower quartile
0	Unsatisfactory	

For assessment of price, the point score is calculated as follows:

$P = 2.5 + 5(\$M - \$T)/\$M$ Where $\$T$ is the submitted tender price and $\$M$ is the median price of tenders received.

Tender Evaluation

Tenderer	Tender Assessment Ranking
Anthony T Lindsay P/L Benalla	2
Boral Resources (VIC) P/L Port Melbourne	5
Downer EDI P/LWodonga	3
Menzplant P/L Narrandera	1
Sprayline P/L Dandenong South	4
State Asphalt Services P/L Prestons	6

Based on the evaluation of the tenders received, it is recommended that the tender be awarded to Menzplant P/L of Narrandera. The contract can be funded from available budgets.

RECOMMENDED:

1. THAT Council accept the tender from Menzplant P/L based on the tendered schedule of rates in an amount of \$1,360,132.89 (incl GST) for Contract 18/03 bitumen resealing works for 2017/2018, be awarded the first year of the contract with the option to extend the contract by one (1) year if both parties agree; and
2. THAT all tenderers be advised accordingly.

157/17FC **RESOLVED** on the motion of Councillors Longley and Law

1. THAT Council accept the tender from Menzplant P/L based on the tendered schedule of rates in an amount of \$1,360,132.89 (incl GST) for Contract 18/03 bitumen resealing works for 2017/2018, be awarded the first year of the contract with the option to extend the contract by one (1) year if both parties agree; and
2. THAT all tenderers be advised accordingly.

P GALL

DIRECTOR INFRASTRUCTURE AND ENVIRONMENT

158/17FC **RESOLVED** on the motion of Councillors Wales and Law that the Mayoral Minute be accepted.

5. GENERAL MANAGER REPORT

5.1 FEDERATION COUNCIL MERGER IMPLEMENTATION PLAN

Summary

The month of September 2017 is the end of the first quarter of operations in the 2017/18 financial year and has been an extremely busy and challenging quarter in relation to progressing the activities that support the merger.

Reviewing the achievements outlined in the Administrator's End of Term Report highlighted how much has been accomplished however a lot of work is in front of the organisation.

Having achieved all the legislative requirements for Federation Council we want to ensure we apply the remaining implementation funding to achieve the best possible sustainable results. We are assessing and prioritising priorities to ensure best value for money and to allow future budgets to be sustainable.

Background

The Council adopted its Merger Implementation Plan at the August 2016 Council meeting with 364 tasks identified to build the new Council. Many of these tasks related to undertaking an audit of existing conditions, services, processes and procedures and 38 projects were completed within the first few months of the merger.

Progress

During the month of July a review of the remaining tasks revealed a further 51 tasks have been completed and 94 tasks in the current plan.

The State Government provided the new Council with \$5,000,000 for implementation/merger projects. At 30 June \$3,644,590 had been allocated to projects. A balance of approximately \$1,355,410 remained unallocated. Council has made representations to the State Government seeking additional merger implementation funding, a response is expected soon. If additional money is available it is intended to better resource the implementation project team with staff to drive a continuous improvement program across the organisation. This will allow more seamless delivery of daily operations. The Council has insufficient funding available to meet community expectations due in part to the Council remaining a low rating council. It is critical new ways of working are developed to reduce costs and improve service reliability.

Planning service reviews of the many services provided by Council is a key priority over the coming 12 months. An information gathering process began in April 2017 at which time the executive team identified approximately 50 services delivered by Council and business plans are being developed and reviewed for each of these services. This planning process will assist with identifying the true cost of each service, the resources and support required, legislative compliance, delivery objectives and constraints and will also investigate opportunities for efficiencies and cost savings. Some of the services identified for this financial year include Records Management, Planning and Environment, Council Owned or Managed Property and Council Facilities. Other services will be included as the required information comes to hand.

As a consequence of the merger there was a requirement to merge two separate financial planning and reporting systems. A considerable amount of work, over and above business as usual, was required to enable the financial statements to be reported for the 2016/17 financial year. Having almost completed that task there is more work to be done to take advantage of the opportunities available using more modern and state of the art financial recording and reporting systems. Council has chosen to utilise systems developed and supported by Civica and is now in the process of project planning the implementation of each module. There are many efficiencies to be gained through this implementation.

The development and implementation of a combined planning scheme is another implementation plan activity scheduled for the coming year and a review of our Asset Management System is about to commence.

This work will be a critical project for Council to understand as it will impact service levels and allow Council to understand its long term financial position.

Organisational change and the external political environment have had a significant impact on staff at all levels. Council is committed to continually improving workplace culture to create an environment where our staff not only feel safe and satisfied, but also experience the ability to grow personally and make a significant contribution to the organisation and the community. A major cultural initiative is underway based on achieving job satisfaction, excellence and providing value to money for community.

Financial Implications

As part of the merger funding Council also received \$1,000,000 funding for Stronger Communities Minor Grants and \$9,000,000 for Stronger Communities Major Projects. A separate report has been provided outlining the progress of these grants. Supporting the planning and delivery of these projects has placed some strain on existing resources and we are working through resourcing these demands.

RECOMMENDED that Council note the report on the Federation Council Merger Implementation Plan.

159/17FC **RESOLVED** on the motion of Councillors Kennedy and Miegel that Council note the report on the Federation Council Merger Implementation Plan.

5.2 STRONGER COMMUNITIES FUND – QUARTERLY REPORT

Summary

In 2016-2017 almost \$10M in Stronger Communities Funding (\$9,788,214) was allocated to 31 community based projects and 15 major projects. This report outlines the distribution of funds, the reporting requirements and the status of these projects to date.

The status update has been compiled using the written Mid-Way and Final Reports provided by Round 1 grant recipients (received between July-August 2017) and verbal updates provided by 30 September 2017 by Round 1 and 2 grant recipients. Major Projects are managed internally by council staff and this update has been collated based on liaison with project leaders.

Background

Fund distribution and reporting snapshot

Fund	Applications Received	Number of Projects	Funding Allocation	Mid Way Reports Due	Final Reports Due
Round 1 – Community Grants	74	18	\$595,000	30 May 2017	16 Dec 2017
Round 2 – Community Grants	36	13	\$293,680	16 Dec 2017	30 May 2018
SUB TOTAL	110	31	\$888,680		
Major Projects	19	15	\$8,899,534	To be negotiated per project	
TOTAL	129	46	\$9,788,214		
Unallocated Funds			\$211,786		
Interest as at July 2017			\$65,996		
TOTAL UNALLOCATED FUNDS AVAILABLE as at July 2017			\$277,782		

Reporting obligations to Council and OLG

The Stronger Communities Fund guidelines require quarterly reports to be submitted to council and 6 monthly reports submitted to the Office of Local Government (31 January and 31 July).

Council can expect quarterly reports (as at end September, January, April, July) at Council meetings October, February, May and August.

Round One – Community Grants

As at the end of September 2017, 10 of the 18 projects have been completed, a further 6 are progressing on schedule whilst 2 projects have encountered some unexpected delays. Round 1 projects are due for completion by 16 December 2017. A summary of the status follows:

<i>Projects Completed and Final Reports received (n=8)</i>	<i>Grant Amount</i>	<i>% Complete</i>
1. Urana Bowling Club – New Kitchen	\$28,000	100%
2. Oaklands Recreation Ground Committee – Netball/Tennis Fencing	\$36,000	100%
3. Corowa Rugby Club – Club Room Improvements	\$9,000	100%
4. Corowa District Landcare Inc. – Renewable Energy Forum	\$3,000	100%
5. Corowa District Historical Society – Upgrade Security at Corowa Federation Museum	\$20,000	100%
6. Yarrawonga Mulwala Historical Society – Improve Heating and Cooling and Lighting at Pioneer Museum Mulwala	\$50,000	100%
7. Howlong Football Club – Club Room Upgrade	\$40,000	100%
8. Corowa Rutherglen Football Netball Club – Construction of New Netball Court at John Foord Oval	\$50,000	100%
<i>Projects Completed and Final Reports pending (n=2)</i>		
9. TunzaFun Amusement Park Mulwala – Solar Panels	\$11,000	76-100%
10. Corowa Race Club – Installation of Water Line	\$47,000	76-100%
<i>Projects Progressing on schedule – Mid Way Report Received (n=4)</i>		
11. Rennie Netball Club / Rennie Trust Reserve – Rennie Community Hub	\$50,000	76-100%
12. Rand Sports Ground Committee – Rand Community Playground	\$50,000	51-75%
13. Corowa Cricket Club – Cricket Net and Seat Upgrade	\$49,000	76-100%
<i>Projects Progressing on schedule – Mid Way Report Pending (verbal update only) (n=3)</i>		
14. Boree Creek Community Committee – Memorial Hall Repairs	\$40,000	76-100%
15. Savernake School of Arts Reserve Trust – Savernake Hall Facilities upgrade	\$17,000	76-100%
16. Urana Hall Committee – Soldiers Memorial Hall Refurbishment	\$40,000	76-100%
<i>Projects Behind Schedule (n=2)</i>		
17. Corowa Tennis Club – Fence Installation*	\$15,000	0-25%
18. Urana Progress Association – Youth Adventure and Skate Park**	\$40,000	76-100%

*The Tennis Club were to contribute \$15,000 toward the project (50% of the estimated cost) however they have insufficient funds to do so. Council is liaising with the club for a solution.

**The Geotechnical Report found the soil unsuitable for the scooter track as planned. An additional \$64,000 would be needed to ensure sustainability of a suitable track. A new design for the park was proposed and approved in principle at the Council meeting 18 July 2017 and community consultation support the project. The project now includes a basketball slab and ring, modular skate system, shelter and landscaping.

Contractors have been engaged to undertake the works which will be completed by early December. Council will consider the scooter track in a future budget.

Round Two

As at the end of September 2017, all Grant Agreements have been received, 1 project had been completed and 2 projects are being renegotiated.

Round 2 projects are due to provide a Mid-Way Reports by 16 December 2017 and are to be completed by 30 May 2018. A summary of their status follows:

<i>Projects Completed and Final Reports received (n=1)</i>	<i>Grant Amount</i>	<i>% Complete</i>
1. Urana Progress Association / Urana Arts and Historical Society - Walking Softly – Re-carpeting the Courthouse	\$5,785	100%
<i>Projects Completed and Final Reports pending (n=1)</i>		
2. Mulwala Football Netball Club Inc. - Solar Power Generation	\$10,000	76-100%
<i>Projects Progressing on schedule – Anticipate will be complete by 16 December 2017 (n= 2)</i>		
3. Corowa Civic Bowls - Corowa Civic Bowls Club - External Ramp from Clubroom to Greens Area	\$9,130	76-100%
4. Howlong Cricket Club - Replace Turf Roller	\$15,000	76-100%
<i>Projects Progressing on schedule – Mid Way Report Due 16 December 2017 (n=7)</i>		
5. Rotary Club of Corowa - Whitehead Street Wetlands	\$50,000	26-50%
6. Corowa Tree of Life Community Garden - Corowa Men's Shed Inc.	\$22,710	51-75%
7. Howlong Golf Resort - Howlong Golf Resort - All Access Restroom and Storage Upgrade	\$50,000	26-50%
8. Howlong Pony Club - Howlong Pony Club Incorporated - Permanent Shade Extension to Existing Club Shed	\$14,386	0-25%
9. Morundah Bush Entertainment Committee Inc. - Morundah Bush Entertainment Committee Inc. - Paradise Palladium Theatre	\$25,000	0-25%
10. Oaklands Lions Club - Start your Engines-The Ruston Cold Starting Oil Engine Restoration Project	\$15,200	26-50%
11. Urana Progress Association - Flying Free A Free-flight Bird Aviary for Urana	\$16,000	51-75%
<i>Projects Being Renegotiated / Delayed (n=2)</i>		
12. Corowa Race Club - Corowa Race Club - Connect Toilets to Town Sewerage*	\$50,000	0-25%
13. Daysdale Memorial Hall Committee - Daysdale Memorial Hall - Main Hall and Stage Restoration of Flooring**	\$10,469	0-25%

*The Corowa Race Club has proposed that Council are best placed to complete these works given it involves replacing the town sewer line (Council infrastructure) into the Race Club facilities. Council is responding to this proposal.

**The Daysdale Hall has experienced water damage since receiving the grant rendering the floor unsuitable for sanding. This project is on hold until the source of the water damage is identified and repaired and the floor allowed to fully dry out. The floor will need a further assessment to determine if it can be sanded or will require replacement.

Major Projects

Fifteen (15) major projects were approved for funding. These will be managed internally by council staff. As at 30 September 2017, 8 projects were prioritised to commence in 2017 and are underway. The prioritisation decision was based on project readiness and Council's capacity to manage the project implementation.

Council staff will be meeting during October to discuss the implementation of each of the Major Projects to ensure they are well coordinated, resourced and reported.

Staff will provide quarterly progress reports and a final report following the completion of the project.

<i>Prioritised for commencement in 2017</i>	<i>Project Leader</i>	<i>Grant Amount</i>	<i>% Complete</i>
1. Corowa RSL Park Renewal*	Kristy Kay	\$115,451	26-50%
2. Corowa Bangerang Park Renewal*	Kristy Kay	\$500,963	26-50%
3. Howlong Skate Park	Kristy Kay	\$153,000	26-50%
4. Corowa Golf Club Cinema	Chris Gillard	\$585,000	51-75%
5. Victoria Park Redevelopment Urana	Rodney Anderson	\$79,592	26-50%
6. Corowa Swimming Pool	Kristy Kay	\$1,500,000	0-25%
7. Kyffins Reserve Improvements Mulwala	Darren Harvey	\$197,087	26-50%
8. Oaklands Medical Centre	Jennifer Lewis	\$346,942	0-25%
<i>Commencement Planned for 2018</i>			
9. Corowa Skate Park	Kristy Kay	\$333,170	0-25%
10. Council wide Roads and Drainage	tbc	\$3,800,000	0-25%
11. Howlong Tennis Court Renewal	tbc	\$110,000	0-25%
12. Urana Netball Court Renewal	tbc	\$165,000	0-25%
13. Mulwala All Abilities Playground and Foreshore Upgrade	tbc	\$855,650	0-25%
14. Oaklands RV Park	tbc	\$87,173	0-25%
15. Rand Sports Ground Upgrade	tbc	\$70,506	0-25%

*These projects are scheduled for construction in November 2017.

Financial Implications

A full financial report will be provided at the next quarterly report.

Please note that:

- All funding must be acquitted before 31 December 2019.
- Any uncommitted funds as at 30 June 2019 must be returned to OLG by 30 March 2020.

We have three sources of uncommitted funds:

- Unallocated funds \$211,787
- Interest \$65,996 as at July (as at September to be advised)
- Underspent grants (to be advised)

There is therefore an opportunity to reinvest these funds back into the program to provide contingencies for projects that encounter unexpected issues (especially for Major Projects) and/or to offer a third grant round.

It is recommended that a decision be made by Council about how they wish to use the uncommitted funds following the final reports from Round 2 at a Council meeting in June 2018 at the latest. This would allow

sufficient time for a third grant round to be completed within the reporting period if desired i.e 18 month cycle that includes the application process for 12-month projects that can be acquitted by December 2019.

FOR Council's information.

160/17FC **RESOLVED** on the motion of Councillors Thomas and Kennedy that Council note the report on the Stronger Communities Fund - Quarterly report.

5.3 PECUNIARY INTEREST RETURNS

Summary

Pecuniary Interest Returns to 30 June 2017 received will be tabled at the October meeting as required by the Local Government Act Sections 449 and 450(A).

To table the Disclosure of Returns by Administrator and Designated Persons for the period 1 July 2016 to 30 June 2017.

Background

Section 449 of the Local Government Act 1993, requires Councillors and designated persons to complete and lodge with the General Manager a return in the form prescribed by the regulation within three months of becoming a Councillor or designated person, and then annually thereafter.

Disclosure Returns lodged by Councillors, senior management and designated persons (as defined in Section 441 of the Local Government Act 1993) must be tabled at the first meeting after the final lodgement date of 30 September each year, in accordance with 450A of the Local Government Act 1993.

These annual returns for all Councillors and designated persons are tabled according to the regulation for the period 1 July 2016 to 30 June 2017.

The Administrator and designated persons have all lodged their disclosure returns with the exception of the new Councillors who have up until the 19 December 2017 to submit their disclosure returns.

In accordance with the Local Government Act 1993, Council tables the 2016/2017 Disclosure of Returns by the Administrator and designated persons.

Financial Implications

N/A.

RECOMMENDED that Council receive and note the report concerning the 2016/2017 Disclosure of Returns by the Administrator and designated persons.

161/17FC **RESOLVED** on the motion of Councillors Miegel and Law that Council receive and note the report concerning the 2016/2017 Disclosure of Returns by the Administrator and designated persons.

6. DIRECTOR CORPORATE AND COMMUNITY SERVICES REPORT

6.1 CHRISTMAS PERIOD OPENING HOURS

Summary

The purpose of this report is to confirm the opening hours of Council facilities over the Christmas period.

Background

Historically, Council offices have closed between Christmas and New Year and the afterhours phone service utilised to manage urgent requests. Being a quieter period, this is generally an opportunity for council staff to take leave when the impact on residents is minimal.

Last year the decision was made to trial opening the Corowa Council office, Corowa Visitor Information Centre and Service NSW agency. A small team of staff worked during this period.

A review of this arrangement was completed to determine the level of benefit that was delivered to the community by opening these facilities during the Christmas period. There was minimal demand for services during the period between Christmas and the New Year. It was also difficult to provide the full suite of Council services with only a small team of staff available.

Council staff have had a very busy year following the amalgamation and there is a strong push to reduce the organisations overall leave liability. As such, it is not proposed that Council open its office between the Christmas and New Year period with the following opening hours recommended;

Corowa Council office

Close 5:00pm, Friday 22 December 2017 and re-open 8:30am, Tuesday 2 January 2018.

Corowa Service NSW Agency

Close 4:30pm, Friday 22 December 2017 and re-open 9:30am, Tuesday 2 January 2018.

Corowa Library

Close 5:00pm, Friday 22 December 2017 and re-open 10:00am, Tuesday 2 January 2018.

Urana Council office

Close 5:00pm, Friday 22 December 2017 and re-open 9:00am, Tuesday 2 January 2018.

Howlong Library and Resource Centre

Close 1:00pm, Friday 22 December 2017 and re-open 10:00am, Tuesday 2 January 2018.

Mulwala Library and Council office

Close 5:00pm, Thursday 21 December 2017 and re-open 10:00am, Tuesday 2 January 2018.

Corowa Visitor Information Centre

Saturday 23 December – open 10:00am – 3:00pm

Sunday 24 December – closed.

Monday 25 December – closed.

Tuesday 26 December – closed.

Wednesday 27 December – closed.

Thursday 28 December – open 10:00am – 3:00pm

Friday 29 December – open 10:00am – 3:00pm

Saturday 30 December – open 10:00am – 3:00pm

Sunday 31 December – closed.

Monday 1 January – closed.

Tuesday 2 January – open 9:00am – 4:00pm (resumes normal opening hours).

Urgent after hours assistance will be available throughout this period by calling **1800 110 088**. An on-call roster will be implemented so that staff are available to respond to urgent issues.

A strong communication campaign will commence in November to ensure that residents are aware of these opening hours.

Financial Implications

N/A.

FOR Council's information.

162/17FC **RESOLVED** on the motion of Councillors Whitechurch and Law:

1. THAT Council note the report on Christmas Preiod Opening Hours; and
2. THAT an additional report be presented to the November Council Meeting.

6.2 TOURISM ACTIVITIES

Summary

The following report provides a summary of some current activities being undertaken by Council to support tourism visitation.

Background

Alive and Cooking

Federation Council was given the opportunity to host popular day time cooking show Alive and Cooking during their regional visit in September.

Council partnered with the Howlong Golf Resort and agreed to co-fund this opportunity with the Club.

The Howlong Golf Resort and Council then engaged Campbells Wines and Gooramadda Olives, both large supporters of the Howlong community and resort to also be featured in the full length episode.

The episode will go to air 3:30pm, Thursday 26 October 2017 on the WIN network.

During the credits of the episode, Federation Council and Howlong Golf Resort will both have their logos featured.

Council will heavily promote this opportunity through its social media accounts and will track and measure engagements through social media and the tourism website leading up to the episode and following.

A Day of the Green Ticket Competition

Council are currently running a social media competition through the Visit Corowa Region tourism Facebook page to giveaway 2 General Admission tickets to A Day on the Green on Saturday 17 March 2018 at All Saints Estate, Wahgunyah.

The prize will also include transport for 2 people from Corowa/Rutherglen, Howlong, Albury/Wodonga or Yarrowonga/Mulwala via one of the arranged buses.

The purpose of the competition is to drive visitation to the Visit Corowa Region social media account, increase reach and engagement and to support local events. This competition will also further promote that concert tickets and bus bookings are available to purchase through the Corowa Visitor Information Centre.

The competition runs from Friday 6 - Friday 20 October 2017, with the winner to be drawn at random and announced via social media and in Council's weekly Snippets. Terms and conditions for the competition can be found at www.visitcorowaregion.com.au

After 24 hours of launching the competition, the post was shared over 115 times and the Visit Corowa Region Page received 60 new page likes and increased engagement by 131%.

The prize value totals \$275.

Financial Implications

The total annual tourism marketing budget is \$10,000 and the cost for Council to support 'Alive and Cooking' was \$1,100 of this.

The cost of the concert tickets was covered by event organiser Roundhouse Entertainment with the remaining cost of the NSW Lottery Permit and Bus tickets included in the tourism budget – with a total budget cost of \$120.

FOR Council's information.

6.3 LIBRARY PROMOTION

Summary

Federation Council proudly provides library services to seven local communities across the region. The following promotional piece has been developed to promote the extensive range of services available through our libraries in a fun and engaging way. View here: <https://vimeo.com/227858990>

This video will be used on Council's social media pages and website and we hope will help to drive new membership to our libraries.

Background

Federation Council libraries provide a number of services which are promoted in this video including;

- Explore the collection of New South Wales' largest regional library
- Mobile library services
- Free computer access, internet and Wifi
- Free delivery service to housebound patrons
- Borrow up to 20 items at a time – Free of charge
 - Books
 - Magazines
 - Newspapers
 - Large print
 - Talking books
 - DVDs
 - Children's, young adults, fiction, non-fiction etc

- Children's story time
- School holiday activities
- Author events
- Book Clubs
- Tech savvy seniors
- Programs for all ages to support lifelong learning
- Free access to the South-West Zone Digital Library, one of the largest online collections of eBooks, eAudiobooks and eMagazines in regional Australia! Also access downloadable music, movies, children's resources and databases
- Local history collections
- Meaningful volunteering opportunities.

Financial Implications

N/A.

FOR Council's information.

163/17FC **RESOLVED** on the motion of Councillors Kennedy and Miegel that Council note the reports for items 6.2 Tourism Activities and 6.3 Library Promotion.

6.4 2018 AUSTRALIA DAY AWARDS AND CEREMONY

Summary

Australia Day Awards celebrate the achievement and contribution of individuals, community organisations and events in the Federation Council area. The nomination period for the 2018 awards will open from 6 November – 10 December 2017.

The Awards will be presented at the Australia Day ceremony and community event, proposed to be held on Friday 26 January in Corowa.

Background

2018 Australia Day Awards

The Federation Council Australia Day Awards program is administered through a nomination program, which considers the level of contribution made to the wellbeing of the community in the areas of leadership, volunteerism, sporting, arts and cultural, environmental or business endeavours.

Each nomination is assessed by a judging panel and certificates presented at the official Australia Day civic function. Attached to the agenda is the nomination form (Attachment 6.4.1).

The judging panel is proposed to include four councillors, the General Manager and a staff representative.

Categories for the 2018 Australia Day Awards are proposed to include;

Federation Council Citizen of the Year

The Citizen of the Year Award recognises an outstanding person who has contributed significantly to the wellbeing of the Federation Council community.

Federation Council Young Citizen of the Year

The Young Citizen of the Year recognises an individual who in their profession or as a volunteer, leads by example, inspires others and demonstrates excellence in their field. To be eligible for the Young Citizen of the Year Award, nominees must be under 30 years of age.

Federation Council Community Event of the Year

The Community Event of the Year celebrates an event held in the last year that reflects the importance of strong community values and achieves positive outcomes for the community.

Federation Council Community Project of the Year

The Community Project of the Year will be awarded to the person/group who has delivered the most outstanding community project in the last year.

Local Achiever Awards

The Local Achiever Awards is a category to recognise individuals or groups who have volunteered their time to make a positive contribution at a local community level. A local hero will be recognised in each town and village (subject to nominations).

School Achiever Awards

Schools within the Federation Council area will be invited to nominate two students who have been outstanding achievers in 2017 in either their academic or sporting fields.

2018 Australia Day Ceremony and Community Event

In October 2016, the Local Representative Committee (LRC) recommended that Council's Australia Day civic ceremony alternate between Corowa, Howlong, Mulwala and Urana. Community groups could host Australia Day events in other towns and villages, but it was noted that Council only sponsor and support one event each year.

In 2017, Council launched a new format for its Australia Day celebrations, with award categories and a community event that aimed to service the council area. A successful event was held at the Urana Aquatic Centre and Council partnered with Urana Inc. to organise the days celebrations.

In 2018, it is proposed that the Australia Day ceremony and community event be held in Corowa on Friday 26 January. The official function will include a welcome address, welcome to country, citizenship ceremonies, award presentations, ambassador guest speaker, flag raising ceremony and singing of the National Anthem.

Council will be seeking Expressions of Interest from community groups or organisations interested in partnering with Council to support the delivery of the community event that will follow the official proceedings.

Financial Implications

A total budget of \$7,000 has been allocated in Council's 2017/18 budget to support the delivery of the Australia Day ceremony and community event.

RECOMMENDED:

1. THAT Council open nominations for the 2018 Australia Day Awards from 6 November – 10 December 2017; and
2. THAT the Australia Day Ceremony and Community Event be held in Corowa in 2018, Mulwala in 2019 and Howlong in 2020.

164/17FC **RESOLVED** on the motion of Councillors Law and Thomas

1. THAT Council open nominations for the 2018 Australia Day Awards from 6 November – 10 December 2017; and
2. THAT the Australia Day Ceremony and Community Event be held in Corowa in 2018, Mulwala in 2019 and Howlong in 2020.

6.5 NSW REGIONAL GROWTH - ENVIRONMENT AND TOURISM FUND

Summary

Following the completion of an expression of interest, Federation Council has been invited to submit a full application for a major tourism infrastructure project as part of the NSW Government's Rebuilding NSW Program, the Regional Growth – Environment and Tourism Fund.

The program aims to increase tourist visitation by investing in regional environment and tourism infrastructure, particularly focusing on assets that will grow and further diversify NSW regional economies.

The application is to be presented as a regional project, in partnership with Albury City Council and Berrigan Shire Council.

Background

Tourism product development and foreshore improvements is a key focus area for Council and the community.

This program is an exciting opportunity to support the implementation of two longstanding foreshore development masterplans in Corowa and Mulwala, in addition to constructing a cycleway connecting the destinations. The project aligns with relevant state and local strategic policy and objectives for tourism development and is expected to have a significant economic impact on the region. Please refer to attached Strategic and Economic Impact Assessment (Attachment 6.5.1).

Federation Council's component of the project includes;

Corowa Riverfront Precinct

The Corowa riverfront redevelopment will revitalise Corowa's riverfront and improve local and visitor access to the river, creating a destination to encourage outdoor activities and interaction with the environment such as general sightseeing, bushwalking, fishing, bird watching, picnics/BBQs and recreational boating.

Key components of the redevelopment project include:

- Bangerang Park Playground (including accessible amenities block and landscaping);
- Café in Rowers Park;
- Corowa Boardwalk and Riverside Walking Track;
- River Revegetation;
- Interpretive Signage; and
- Lions Park Boating facilities

The suite of projects will contribute to a revitalised riverfront, encouraging a greater connection to the River through improved access, amenity and infrastructure.

The Corowa riverfront redevelopment is identified as a priority tourism project for Corowa and is supported through the preparation of the Corowa Riverfront Master Plan (almost 10 years ago).

Mulwala Foreshore Precinct

The Mulwala foreshore redevelopment will support better utilisation of public open space at the interface of Lake Mulwala for tourism and recreation purposes. It will focus specifically on redeveloping and repositioning four key areas:

- Digger Loughnan Park (construction of a fishing jetty);
- Purtle Park (all abilities playground and amenities block and car parking);

- Owen Bridges Reserve (boat ramp, park furniture and landscaping, BBQ facilities, sewer dump point); and
- Kyffins Reserve foreshore pathway and revegetation works

The Mulwala foreshore redevelopment is identified as a priority project for Mulwala and is supported through the preparation of a Master Plan some 12 months ago.

Corowa Mulwala Trail

The Corowa Mulwala Trail forms part of the Murray River Adventure Trail and includes the construction of a 42.9 km trail connecting Corowa and Mulwala. The trail will enable a bicycle connection between the two destinations incorporating interpretive signage along the trail that builds an awareness and appreciation of the natural landscape of the area.

The proposed Corowa Mulwala Trail would encourage an increase in cycling participation for locals and visitors, as well as promote the dispersal of visitors between the two destinations and cross-destination expenditure.

The Trail is supported through the preparation of a feasibility study some 6 years ago which has since been reviewed.

The three councils are currently working together to prepare a business case for the overall project, to be submitted to the NSW Government by 30 October. A large body of work is required to support the application.

Financial Implications

The total project costs is estimated to be \$7,204,067. An application to secure \$3,826,652 in grant funding will be made to support the project. A total of \$3,364,765 in partner funding has been committed by Council or secured through other Government Grants and community sponsors for various aspects of the projects – and has made this application possible.

RECOMMENDED that Council proceed with the preparation of a joint application with Albury City Council and Berrigan Shire Council for the \$7,204,067 project, requesting a total amount of \$3,826,652 and contributing in \$3,364,765 partner funds. Further that Council updates its Long Term Financial Plan to include funding for the maintenance and renewal of the newly proposed infrastructure.

165/17FC **RESOLVED** on the motion of Councillors Miegel and Law that Council proceed with the preparation of a joint application with Albury City Council and Berrigan Shire Council for the \$7,204,067 project, requesting a total amount of \$3,826,652 and contributing in \$3,364,765 partner funds. Further that Council updates its Long Term Financial Plan to include funding for the maintenance and renewal of the newly proposed infrastructure.

6.6 COUNCIL SEAL POLICY

Summary

Please find attached to the agenda the Use of Council Seal Policy for Federation Council (Attachment 6.6.1).

Background

Section 50 of the Interpretation Act 1987 requires a statutory corporation to have a seal.

This policy outlines how the Seal of Federation Council can be used and how it should be stored. The requirements have been developed in accordance with *Part 13, Division 1, s.400 Local Government (General) Regulation 2005*.

Following the election of a new Council and Mayor for Federation Council the policy has been amended to remove the Administrator as having any responsibilities for signing. The policy states that:

The seal may be affixed to a document only in the presence of:

- a) the mayor and the general manager, or
- b) at least one councillor (other than the mayor) and the general manager, or
- c) the mayor and at least one other councillor, or
- d) at least 2 councillors other than the mayor.

The affixing of the seal to a document has no effect unless the persons who were present when the seal was affixed (being persons referred to above) attest by their signatures that the seal was affixed in their presence. Other changes include the application of a new policy template.

Financial Implications

N/A.

RECOMMENDED that the revised Use of Council Seal Policy for Federation Council be adopted.

166/17FC **RESOLVED** on the motion of Councillors Law and Longley that the revised Use of Council Seal Policy for Federation Council be adopted

6.7 OATH AND AFFIRMATION OF OFFICE TAKEN BY NEW COUNCILLORS

Summary

The purpose of this report is to acknowledge the formal swearing in of the new Federation Council Councillors as conducted at the swearing in ceremony on 19 September 2017.

Background

In 2016 the Local Government Act was amended. Section 233A of the Act now requires Councillors to take an oath of office or make an affirmation of office, at or before the first meeting of the Council.

The taking of the oath or affirmation may be taken or made before the General Manager of the council, an Australian Legal Practitioner or a Justice of the Peace (JP). Where the taking of oath or affirmation is taken outside a council meeting it must be publically recorded by the council.

A record is to be kept of the taking of an oath or the making of an affirmation (whether in the minutes of the council meeting or otherwise).

Following the Council election held on 9 September 2017, the newly elected Councillors were sworn in at a ceremony held on the evening of 19 September 2017.

Financial Implications

N/A.

RECOMMENDED that it be noted that the following Councillors took the Oath of Office before the General Manager on Tuesday, 19 September 2017 prior to the first Ordinary Meeting of the new Council on Tuesday, 26 September 2017.

An Oath of Office was taken by:

- Councillor Bourke
- Councillor Kennedy
- Councillor Law
- Councillor Longmire
- Councillor Miegel
- Councillor Thomas
- Councillor Wales
- Councillor Whitechurch

An Affirmation of Office was taken by:

- Councillor Longley

167/17FC **RESOLVED** on the motion of Councillors Kennedy and Law that it be noted that the following Councillors took the Oath of Office before the General Manager on Tuesday, 19 September 2017 prior to the first Ordinary Meeting of the new Council on Tuesday, 26 September 2017.

An Oath of Office was taken by:

- Councillor Bourke
- Councillor Kennedy
- Councillor Law
- Councillor Longmire
- Councillor Miegel
- Councillor Thomas
- Councillor Wales
- Councillor Whitechurch

An Affirmation of Office was taken by:

- Councillor Longley

KJ KAY

DIRECTOR CORPORATE AND COMMUNITY SERVICES

7. DIRECTOR FINANCE AND ORGANISATION DEVELOPMENT REPORT

7.1 STATEMENT OF BANK BALANCES AND RECONCILIATION AS AT 30 SEPTEMBER 2017

Balance as per Bank Statement:

General Account	0000 0022	22,321.13
General Account	1007 7409	72,030.61
Business Online Saver Account	1014 2522	1,265,160.05
Business Online Saver Account	1016 1811	105,000.00
Investments	43,996,152.86	

Sub Total 45,460,664.65

Plus Deposits not yet lodged:

Corowa	29 September 2017	110,576.39
Urana	29 September 2017	200.00

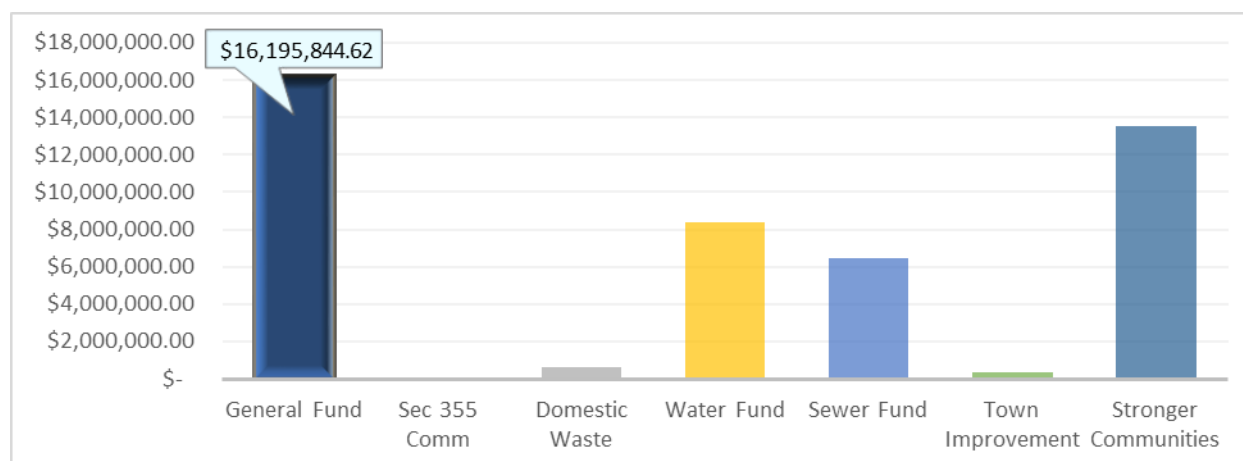
Sub Total 45,571,441.04

Less Unpresented Cheques: 475.60

Balance as per Ledger 45,570,965.44

Less External Restricted Funds 29,375,120.82

Balance of General Fund Ledger 16,195,844.62



CERTIFICATE OF RECONCILIATION

I CERTIFY THAT THE COUNCIL'S GENERAL LEDGER BANK ACCOUNTS HAVE BEEN RECONCILED WITH THE APPROPRIATE BANK STATEMENTS AS AT 30 SEPTEMBER 2017.

S NORMAN
MANAGER FINANCE

RECOMMENDED that the report on Statement of Bank Balances and Reconciliation as at 30 September 2017 be noted.

168/17FC **RESOLVED** on the motion of Councillors Miegel and Law that the report on Statement of Bank Balances and Reconciliation as at 30 September 2017 be noted.

7.2 SCHEDULE OF INVESTMENTS AS AT 30 SEPTEMBER 2017

The following list of investment securities is held as at 30 September 2017. Investment of funds on behalf of Council has been undertaken in accordance with the Local Government Act and Regulations.

INVESTMENTS

Investment Type	Institution	Amount Lodged	Date Lodged	Rate	Days	Maturity Date
Term Deposit	CBA	\$507,958.36	21/03/2017	2.60	196	03/10/2017
Term Deposit	CBA	\$1,020,464.70	21/03/2017	2.60	203	10/10/2017
Term Deposit	Bendigo	\$2,042,548.39	17/03/2017	2.40	214	17/10/2017
Term Deposit	ANZ	\$2,161,125.92	25/07/2017	2.30	91	24/10/2017
Term Deposit	CBA	\$504,313.42	28/03/2017	2.59	210	31/10/2017
Term Deposit	CBA	\$1,060,154.25	28/03/2017	2.59	217	31/10/2017
Term Deposit	CBA	\$1,042,542.54	06/06/2017	2.49	153	06/11/2017
Term Deposit	CBA	\$504,400.68	04/04/2017	2.54	217	07/11/2017
Term Deposit	Westpac	\$513,167.70	08/08/2017	2.60	92	08/11/2017
Term Deposit	ANZ	\$1,053,793.24	08/08/2017	2.30	92	08/11/2017
Term Deposit	CBA	\$504,893.56	18/04/2017	2.51	210	14/11/2017
Term Deposit	NAB	\$1,226,971.74	02/05/2017	2.50	203	21/11/2017
Term Deposit	NAB	\$1,329,355.02	30/05/2017	2.47	182	28/11/2017
Term Deposit	NAB	\$2,548,947.97	30/05/2017	2.47	182	28/11/2017
Term Deposit	ANZ	\$1,055,277.91	29/08/2017	2.30	92	29/11/2017
Term Deposit	Westpac	\$612,592.87	23/05/2017	2.35	196	05/12/2017
Term Deposit	CBA	\$504,647.12	11/04/2017	2.54	245	12/12/2017
Term Deposit	CBA	\$405,225.64	13/06/2017	2.48	371	19/12/2017
Term Deposit	Bendigo	\$230,000.00	08/08/2017	2.25	153	08/01/2018
Term Deposit	NAB	\$710,000.00	14/06/2017	2.47	209	09/01/2018
Term Deposit	NAB	\$790,000.00	14/06/2017	2.47	216	16/01/2018
Term Deposit	NAB	\$3,087,900.60	27/06/2017	2.47	210	23/01/2018
Term Deposit	NAB	\$2,118,519.73	04/07/2017	2.47	210	30/01/2018
Term Deposit	NAB	\$2,595,012.66	11/07/2017	2.47	210	06/02/2018
Term Deposit	Westpac	\$511,713.23	25/07/2017	2.61	203	13/02/2018
Term Deposit	Westpac	\$513,334.30	15/08/2017	2.61	1.84	15/02/2018
Term Deposit	NAB	\$500,000.00	22/09/2017	2.54	151	20/02/2018
Term Deposit	Westpac	\$514,980.00	01/08/2017	2.61	203	20/02/2018

Term Deposit	Bankwest	\$150,000.00	22/08/2017	2.45	182	20/02/2018
Term Deposit	NAB	\$1,381,097.12	21/08/2017	2.45	184	21/02/2018
Term Deposit	NAB	\$1,000,000.00	22/09/2017	2.54	158	27/06/2018
Term Deposit	ANZ	\$1,014,520.55	05/09/2017	2.35	181	05/03/2018
Term Deposit	NAB	\$202,529.04	05/09/2017	2.52	181	05/03/2018
Term Deposit	NAB	\$303,793.56	05/09/2017	2.52	181	05/03/2018
Term Deposit	NAB	\$1,000,000.00	22/09/2017	2.54	165	06/03/2018
Term Deposit	ANZ	\$1,015,028.77	12/09/2017	2.36	181	12/03/2018
Term Deposit	ANZ	\$1,015,536.99	19/09/2017	2.37	182	20/03/2018
Term Deposit	CBA	\$729,432.39	22/08/2017	2.45	210	20/03/2018
Term Deposit	CBA	\$1,000,000.00	22/09/2017	2.53	193	03/04/2018
Term Deposit	CBA	\$280,000.00	11/07/2017	2.56	273	10/04/2018
Term Deposit	NAB	\$720,000.00	11/07/2017	2.56	273	10/04/2018
Term Deposit	CBA	\$1,000,000.00	22/09/2017	2.54	207	17/04/2018
Term Deposit	CBA	\$1,014,372.88	26/09/2017	2.54	210	24/04/2018
Term Deposit	Bendigo	\$2,000,000.00	20/06/2017	2.40	365	20/06/2018

\$43,996,152.86

CERTIFICATE OF RECONCILIATION

I CERTIFY THAT THE INVESTMENTS HAVE BEEN MADE IN ACCORDANCE WITH SECTION 625 OF THE LOCAL GOVERNMENT ACT 1993, THE REGULATIONS AND COUNCIL'S POLICIES.

S NORMAN
MANAGER FINANCE

RECOMMENDED that Council note the report on the schedule of investments as at 30 September 2017.

169/17FC **RESOLVED** on the motion of Councillors Law and Whitechurch that Council note the report on the schedule of investments as at 30 September 2017.

7.3 PROGRESS ON COMPLETION OF 2016/17 ANNUAL FINANCIAL STATEMENTS FOR FEDERATION COUNCIL AS AT 30 JUNE 2017 AND 1ST QUARTER 2017/18 OPERATING BUDGET REVIEW TO 30 SEPTEMBER 2017

Summary

Council's external auditors Crowe Horwath, Albury, visited Council's Office Tuesday 3 to Friday 6 October 2017 as reported to Council to the September 2017 Council Meeting to examine Council's draft Annual Financial Statements.

Background

It is expected the changes to some of the presentation information requested by Crowe Horwath will be made to the draft Annual Financial Statements by Council staff by 10 October 2017 to enable their final review. Following this, Crowe Horwath will submit to the NSW Audit Office for their additional review and this may mean some final minor changes and ultimately lead to the submission to the Office of Local Government by the due date of 31 October 2017.

Therefore, presentation of the completed 2016/17 Annual Financial Statements to Council and the community, will be arranged for the November 2017 Council Meeting. Additionally, the 1st Quarter 2017/18 Operating Budget Review to 30 September 2017 will be available for Council's consideration to the same meeting.

Financial Implications

N/A.

RECOMMENDED that Council note the report on the progress on completion of 2016/17 Annual Financial Statements for Federation Council as at 30 June 2017 and 1st quarter 2017/18 Operating Budget Review to 30 September 2017.

170/17FC **RESOLVED** on the motion of Councillors Longmire and Law that Council note the report on the progress on completion of 2016/17 Annual Financial Statements for Federation Council as at 30 June 2017 and 1st quarter 2017/18 Operating Budget Review to 30 September 2017.

KC PARKER

DIRECTOR FINANCE AND ORGANISATION DEVELOPMENT

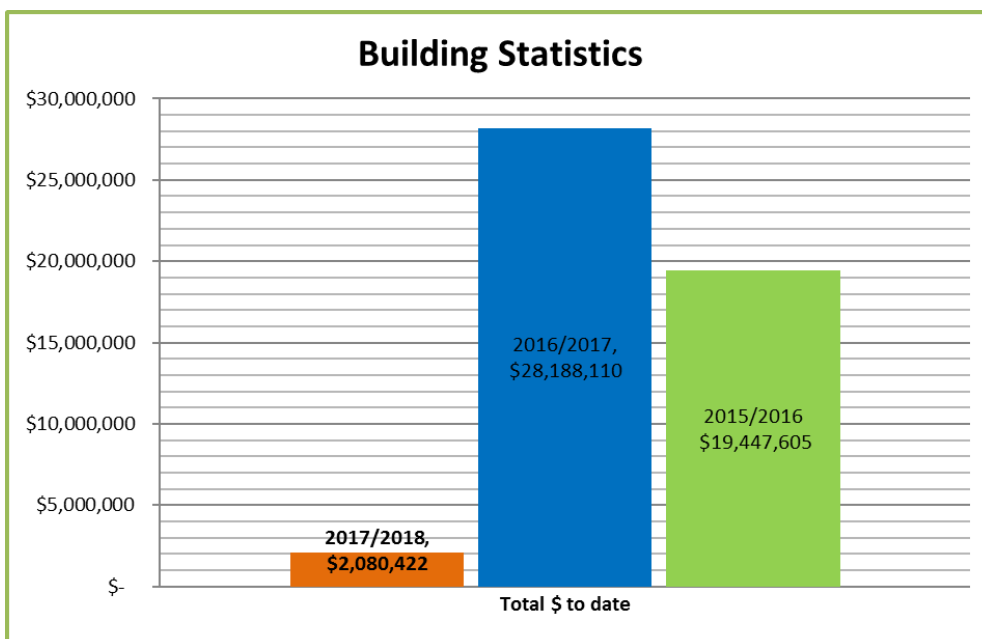
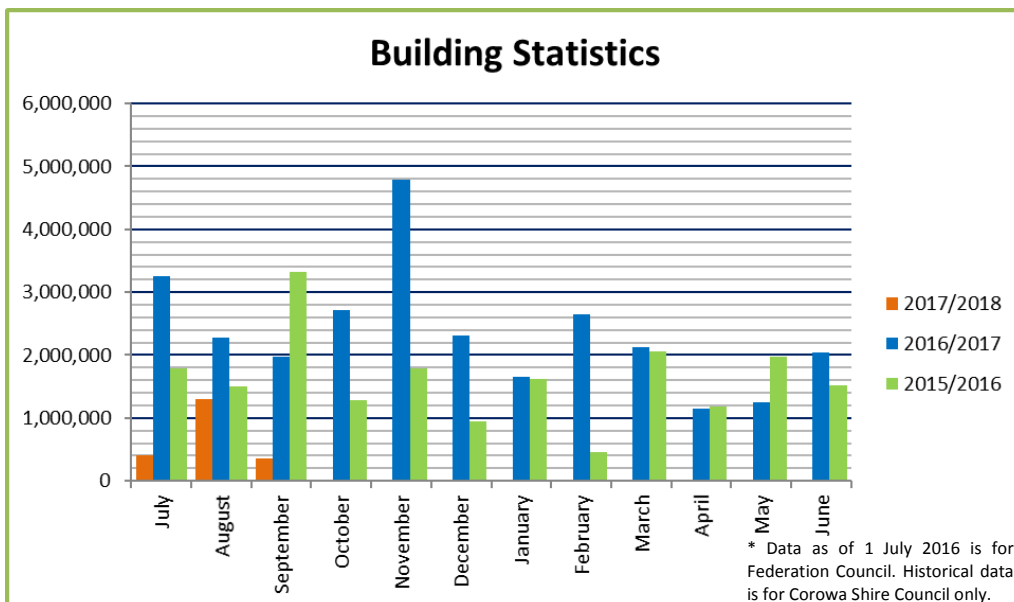
8. DIRECTOR INFRASTRUCTURE AND ENVIRONMENT REPORT

8.1 BUILDING APPROVALS – COMPLYING AND CONSTRUCTION CERTIFICATES APPROVED

This report provides for Council’s information, the construction and complying development certificates issued since the report prepared for the September Council meeting. The report also includes graphs on the value of works approved, over the last three financial years (NB. Data as of 1 July is for Federation Council. Historical Data is for Corowa Shire Council only). These graphs show that building activity is continuing to grow each year, which is a positive indicator for the local economy and developer confidence.

2017/164	12 Kingfisher Drive Mulwala	Dwelling
CDC2017/41	7 Acacia Court Corowa	Shed
CDC2017/42	11 Tower Street Corowa	Swimming Pool

TOTAL \$364,321



RECOMMENDED: that Council note the report on construction/complying development certificates issued since the September Council meeting.

171/17FC **RESOLVED** on the motion of Councillors Miegel and Longmire that Council note the report on construction/complying development certificates issued since the September Council meeting.

8.2 DEVELOPMENT APPLICATIONS APPROVED UNDER DELEGATED (STAFF) AUTHORITY SINCE LAST ORDINARY COUNCIL MEETING

This report provides for Council's information, the Development approvals that have been determined under delegated authority by the granting of consent subject to conditions, since the last ordinary Council meeting.

DEVELOPMENT APPLICATION REGISTERED NO. 2017/150

Application for a Subdivision on General Residential Land being Lot 2; DP 213331; 113-123 Federation Avenue, Corowa.

DEVELOPMENT APPLICATION REGISTERED NO. 2017/153

Application for a Dwelling with Garage on General Residential Land being Lot 2; DP 1227736; 28 Townsend Street, Howlong.

DEVELOPMENT APPLICATION REGISTERED NO. 2017/155

Application for a Demolition on Local Centre Land being Lot 3; DP 978429; 15 River Street, Corowa.

DEVELOPMENT APPLICATION REGISTERED NO. 2017/157

Application for a Dwelling on General Residential Land being Lot 1; DP 806194; 60 Hammer Street, Howlong.

DEVELOPMENT APPLICATION REGISTERED NO. 2017/159

Application for a Shed on General Residential Land being Lot 109; DP 1006800; 46 Larmer Street, Howlong.

DEVELOPMENT APPLICATION REGISTERED NO. 2017/160

Application for a Indoor Riding Arena on Environmental Management and Primary Production Land being Lot 10; DP 253439; Riverina Highway, Howlong.

DEVELOPMENT APPLICATION REGISTERED NO. 2017/169

Application for a Patio on Village Land being Lot 2; DP 619488; 2A Anna Street, Urana.

DEVELOPMENT APPLICATION REGISTERED NO. 2017/173

Application for a Dwelling on General Residential and Public Recreation Land being Lot 7; DP 286637; Unit 7 4 Melbourne Street, Mulwala.

DEVELOPMENT APPLICATION REGISTERED NO. 2017/175

Application for a Shed on General Industrial Land being Lot 7; DP1116482; 12-14 Defence Drive Mulwala.

DEVELOPMENT APPLICATION REGISTERED NO. 2017/177

Application for a Dwelling on Low Density Residential Land being Lot 14; DP 1091276; 14 Sophia Close, Corowa.

DEVELOPMENT APPLICATION REGISTERED NO. 2017/178

Application for a Dwelling on General Residential Land being Lot 2; DP1210304; 98 Read Street, Howlong.

DEVELOPMENT APPLICATION REGISTERED NO. 2017/179

Application for a Machinery Shed on Primary Production Land being Lot 1; DP248972; 217 Skehans Lane, Corowa.

DEVELOPMENT APPLICATION REGISTERED NO. 2017/181

Application for a Shed on Environmental Management Land being Lot 231; DP 753734; 217-251 Enfield Street, Corowa.

DEVELOPMENT APPLICATION REGISTERED NO. 2017/184

Application for a Hay Shed on Primary Production Land being Lot 1; DP 104756; Bull Plain Road, Savernake.

DEVELOPMENT APPLICATION REGISTERED NO. 2017/188

Application for a Demolition on Low Density Residential Land being Lot 339; DP 752290; 95 Corowa Road, Corowa.

RECOMMENDED: that Council note the report on the Development approvals that have been determined under delegated authority by the granting of consent subject to conditions, since the last ordinary Council meeting.

172/17FC **RESOLVED** on the motion of Councillors Law and Longley Council note the report on the Development approvals that have been determined under delegated authority by the granting of consent subject to conditions, since the last ordinary Council meeting.

8.3 ASSET MANAGEMENT POLICY

Summary

This report provides discussion and recommendations on the draft Asset Management Policy.

Background

The IP&R guidelines state that an Asset Management Policy should define the key principles that underpin asset management at Council; provide a platform for service delivery and must be included as part of Council's Asset Management Strategy.

The Local Government Act 1993 Section 8B establishes the requirement for Councils to establish effective management of assets as follows:

8B Principles of sound financial management

The following principles of sound financial management apply to councils:

- a) *Council spending should be responsible and sustainable, aligning general revenue and expenses.*
- b) *Councils should invest in responsible and sustainable infrastructure for the benefit of the local community.*
- c) *Councils should have effective financial and asset management, including sound policies and processes for the following:*
 - i. *performance management and reporting,*
 - ii. *asset maintenance and enhancement,*
 - iii. *funding decisions,*
 - iv. *risk management practices.*

- d) *Councils should have regard to achieving intergenerational equity, including ensuring the following:*
- i. *policy decisions are made after considering their financial effects on future generations,*
 - ii. *the current generation funds the cost of its services.*

The Local Government Act 1993 further cements Asset Management in the Integrated Planning and Reporting Framework as follows:

8C Integrated planning and reporting principles that apply to councils

The following principles for strategic planning apply to the development of the integrated planning and reporting framework by councils:

- a) *Councils should identify and prioritise key local community needs and aspirations and consider regional priorities.*
- b) *Councils should identify strategic goals to meet those needs and aspirations.*
- c) *Councils should develop activities, and prioritise actions, to work towards the strategic goals.*
- d) *Councils should ensure that the strategic goals and activities to work towards them may be achieved within council resources.*
- e) *Councils should regularly review and evaluate progress towards achieving strategic goals.*
- f) *Councils should maintain an integrated approach to planning, delivering, monitoring and reporting on strategic goals.*
- g) *Councils should collaborate with others to maximise achievement of strategic goals.*
- h) *Councils should manage risks to the local community or area or to the council effectively and proactively.*
- i) *Councils should make appropriate evidence-based adaptations to meet changing needs and circumstances.*

The policy outlines why and how asset management will be undertaken and defines key principles that underpin asset management for the Council.

As part of the ongoing policy review program the revised Asset Management Policy presents a broad framework and direction for undertaking Council's asset management planning and implementation.

Consultation

The development of this policy involved consultation and inclusion of feedback from the General Manager, the relevant Department Directors and Managers.

The policy has been on public exhibition and is now ready for Council consideration.

The consultation period was conducted between the 16th August and the 15th September. No submissions were received.

Strategic Implications

The IP&R Framework requires Council to develop an Asset Management Policy that is responsive to community needs, and is part of the integrated strategic and operational planning of the Council.

Budgetary Implications

There are no budgetary implications associated with this policy.

Policy Implications

This policy presents the broad framework for the ongoing development of asset management plans and strategies.

Legislative Implications:

The policies have no implications on existing legislation, however is part of Council's legislative compliance.

Attachments:

- Draft Asset Management Policy

RECOMMENDED that Council adopts the Draft Asset Management Policy

173/17FC **RESOLVED** on the motion of Councillors Miegel and Wales that Council adopts the Draft Asset Management Policy.

8.4 ASSET MANAGEMENT COMMITTEE

Summary

This report provides discussion and recommendations on the formation of a Council Asset Management Committee.

Background

Asset Management is a key activity of Council and is mandated through the Local Government Act 1993 Section 8B establishes the requirement for Councils to establish effective management of assets as through:

8B Principles of sound financial management

The following principles of sound financial management apply to councils:

- a) *Council spending should be responsible and sustainable, aligning general revenue and expenses.*
- b) *Councils should invest in responsible and sustainable infrastructure for the benefit of the local community.*
- c) *Councils should have effective financial and asset management, including sound policies and processes for the following:*
 - i. *performance management and reporting,*
 - ii. *asset maintenance and enhancement,*
 - iii. *funding decisions,*
 - iv. *risk management practices.*
- d) *Councils should have regard to achieving intergenerational equity, including ensuring the following:*
 - i. *policy decisions are made after considering their financial effects on future generations,*
 - ii. *the current generation funds the cost of its services.*

And Local Government Act 1993 further cements Asset Management in the Integrated Planning and Reporting Framework as follows:

8C Integrated planning and reporting principles that apply to councils

The following principles for strategic planning apply to the development of the integrated planning and reporting framework by councils:

- a) *Councils should identify and prioritise key local community needs and aspirations and consider regional priorities.*
- b) *Councils should identify strategic goals to meet those needs and aspirations.*
- c) *Councils should develop activities, and prioritise actions, to work towards the strategic goals.*

- d) *Councils should ensure that the strategic goals and activities to work towards them may be achieved within council resources.*
- e) *Councils should regularly review and evaluate progress towards achieving strategic goals.*
- f) *Councils should maintain an integrated approach to planning, delivering, monitoring and reporting on strategic goals.*
- g) *Councils should collaborate with others to maximise achievement of strategic goals.*
- h) *Councils should manage risks to the local community or area or to the council effectively and proactively.*
- i) *Councils should make appropriate evidence-based adaptations to meet changing needs and circumstances.*

Assets owned and/or managed by Council include as a minimum:

- roads,
- bridges,
- footpaths,
- drainage,
- buildings,
- water and sewerage treatment plants,
- water and sewerage reticulation systems,
- plant and equipment,
- parks and gardens,
- open spaces,
- recreation and leisure facilities,
- other property owned or occupied by Council (including unformed roads)

To ensure Asset Management is a key activity of Council it is suggested that a Council Asset Management Committee be formed with the following key objectives:

1. Provide leadership in Asset Management.
2. Review and report on Councils Asset Management Policy and Asset Management Strategy.
3. Review levels of service through community and stakeholder consultation and consideration of the impact of levels of service on the long term financial plan and make recommendation to Council.
4. Establish key principles and make recommendation to Council on the development of new assets.
5. Establish key principles and make recommendation to Council on the disposal of existing assets.
6. Review and report on the implications of strategic plans, masterplans and external proposals in terms of the long term impact and sustainability risks for Council.

The suggested membership of the Committee is 5 Councillors, the Director of Infrastructure & Environment, the Manager Infrastructure & Utilities.

It is suggested that the first meeting of the Committee is used to establish Terms of Reference for the Committee. Following that the Committee should meet on a quarterly basis, on the day of ordinary Council meetings, to execute its duties.

Strategic Implications

The Asset Management Committee will provide the Council with an increased involvement in the decision making processes around asset management and introduce long term strategic asset planning to Council.

Budgetary Implications

There are no budgetary implications associated with this Committee.

Policy Implications

Nil.

Legislative Implications:

The proposed Asset Management Committee supports legislative compliance, in particular with the Local Government Act as identified in this report.

Attachments:

- Nil

RECOMMENDED:

1. THAT Council forms an Asset Management Committee with the membership comprised of:
 - 5 Councillors,
 - the Director of Infrastructure & Environment,
 - the Manager Infrastructure & Utilities.
2. THAT the Asset Management Committee meet prior to the next Council meeting to establish its Terms of Reference based on the objectives set out in this report.
3. THAT the Asset Management Committee report the proposed Terms of Reference to Council for approval.
4. That the Asset Management Committee meets quarterly on the day of Ordinary Council meetings.

174/17FC **RESOLVED** on the motion of Councillors Law and Longley

1. THAT Council forms an Asset Management Committee with the membership comprised of:
 - 9 Councillors,
 - the Director of Infrastructure & Environment,
 - the Manager Infrastructure & Utilities.
2. THAT the Asset Management Committee meet prior to the next Council meeting to establish its Terms of Reference based on the objectives set out in this report.
3. THAT the Asset Management Committee report the proposed Terms of Reference to Council for approval.
4. That the Asset Management Committee meets quarterly on the day of Ordinary Council meetings.

Councillor Whitechurch left the meeting at 11.10 am.

8.5 DA 2017/32 PROPOSED CAR WASH - 12 BOW STREET COROWA

Summary

This report allows Council to consider and determine a Development Application for a Car wash. A number of submissions have been received objecting to the proposed development.

Property:	12 Bow Street Corowa (lot 1 DP 995574)
Proposal:	Car Wash
Applicant:	Matt Johnson, Habitat Planning Albury
Zoning:	B2 Local Centre

Background

History.

The site is 1022 square metres and is located on the corner of Bow Street and John Street Corowa. The land adjoins the old railway corridor and is located near the Corowa Skate Park.

The site is private property that did contain a dwelling, which was demolished approximately 15 years ago. The property has remained undeveloped.

With the introduction of Corowa Local Environmental Plan 2012, identifies the zoning as B2 Local Centre.

Proposal

It is proposed to construct a car wash, containing 3 self-wash bays, 1 auto wash bay, 3 vacuum bays, 1 dog wash area and a plant room building. The car wash and vacuum bays have concrete dividing walls and a metal sheet roof. A 1.5m fence is located along the west, and part of east boundary. Where the car wash, plant room and vacuum bays adjoin the boundary, the walls of these buildings are up to 4.4m high. The south boundary has the vacuum bay / plant room building walls 4.0m high. 5 Pylon signs (2.6m high x 0.8m wide) are proposed with 3 facing John Street and 2 facing Bow Street. A garden strip and some plants are proposed along the John Street and Bow Street frontage.

Section 79C evaluation (EP&A) Act 1979

When determining a development application, a consent authority is to take into consideration the following matters:

Environmental Planning Instrument

The applicable planning instrument is the Corowa Local Environmental (LEP) 2012.

Zoning

The site is zoned B2 Local Centre under Corowa Shire Local Environmental Plan (LEP) 2012. The LEP provides guidelines for each zone and lists permitted and prohibited uses within each zone. The change to B2 zone now allows many commercial, business and retail type uses including a car wash so the proposal is permitted with the consent of the Council.

The objectives of the B2 zone are:

- To provide a range of retail, business, entertainment and community uses that serve the needs of people who live in, work in and visit the local area.
- To encourage employment opportunities in accessible locations.
- To maximise public transport patronage and encourage walking and cycling.

Comment

The proposal does not conflict with the relevant parts of the zone objectives and is considered consistent with the LEP objectives.

Draft Environmental Planning Instrument

Comment

There is no draft planning instrument or proposed draft planning instrument applicable to this land.

Development Control Plan (DCP)

The allotment is subject to the Corowa Development Control Plan (DCP) 2013.

Comment

The proposal is considered to be generally consistent with the DCP. There are no specific car parking requirements for a car wash. Cars are part of the function of the business as they are vacuumed or washed within the property, rather than parked for people to attend a business. Some queuing of cars may occur in the driveway or outside the property on occasions.

Planning Agreements

There has been no planning agreement entered into under section 93F of the EP&A Act.

Regulations

There is no conflict with the requirements of the regulations.

Coastal Zone Management Plan

Not applicable.

Likely Impact of Development

The development will have some adverse impact on nearby properties. The comments below and submissions by local residents list the issues of concern.

Comment

The main issues of concern with the proposed development are:

1. Noise. From cars entering leaving, pump noise, wash spray nozzle noise, vacuum nozzle / vacuum machine noise, social noise from people talking etc. The noise issues are more of a concern in this location due to the close proximity of residential dwellings. Some of the noise will be controlled e.g. equipment in plant room. Beepers and warning noises can be controlled but may still be audible outside the property. Noise that occurs as a result of the function of the business such as water spray noise, car noise, people talking will be very difficult to control and could probably only be controlled by restricting hours of operation.
2. Hours of use. The proposal is to operate the car wash as a 24 hour self serve facility similar to other car washes that are common. Anecdotal advice provided by the applicant indicates that only 2-3 vehicles per hour will use the facility during off peak periods (8:00pm to 7:00am) and so noise late at night will not be such an issue due to low use. The disadvantage of late night operation is that the local background noise is very low. This location is very quiet at night so the noise is more likely to be a concern and affect nearby local residents to a greater extent late in the evening and through the night. It would be expected that weekday evenings, Saturdays and Sundays will form a substantial part of the times the carwash is used. Traditionally these times are when other businesses finish trading for the day and the area is quieter. Building sites (which temporarily operate during the construction of buildings) have limits on hours of use to minimise affects on neighbours. Usual building site operating times are 7:00am to 5:00pm Monday to Saturday with no work permitted after hours or on Sunday. This approach could be also be applied to restrict the hours of use of the car wash.
3. Water spray. The operation of the car wash uses high pressure hand sprays in 3 bays and an automatic spray in on bay. There will be times when strong winds from the west will blow some spray across John street toward nearby properties. These properties are approximately 30 or 40 metres from the development. Strong winds can also be from the south resulting in spray affecting, to a lesser extent, properties further down John Street. It is less common for strong Easterly winds or Northerly winds.

4. Traffic. There will be an increase in traffic due to the business. The affect during daytime trading hours will be slight increase which may affect other local traffic. It is not anticipated that traffic increase alone will have a significant adverse affect on the local area. Traffic later in evenings i.e. after 7:00pm weekdays Saturday afternoon and Sundays will be a change to the local traffic conditions. It would be anticipated that weekend activity will be significant increase to local traffic compared to current situation. Access will be provided by a driveway to both Bow street and John street. A traffic study was requested after consultation with council engineers. The main concern being vehicles turning right from Bow Street into the property. Some further information was provide (not a traffic study). This information has been considered by council engineers who advise that entry to the property via John Street and exit to Bow Street will resolve the matter. A suitable condition has been drafted to address this matter if the consent be approved.
5. Stormwater disposal. Roof and forecourt areas will run to John Street. This will be an increase in flow due to the increase in hardstand areas. To reduce high / peak discharges during heavy rain onsite detention system is required and has been listed in conditions to be applied if approval is granted.
6. Wastewater. The car wash areas are bunded with dirty water moving through settling pit and then treated through and oil water separator. Oil will be stored on site for disposal. Treated wash water will then be discharge to sewer. The dog wash waste water will need to be separately treated and discharged to sewer.
7. Lighting. The applicant indicates that lights will be designed to minimize light spill. Due to the proposed 24 hour use, it is expected that some light will illuminate nearby land to some extent.
8. Another Car wash in Corowa. The proposal to construct a second car wash is not an issue on planning grounds. Just as a new business may be approved in a town centre or a factory in the industrial estate, the installation of another similar business is not grounds for comment or refusal by council.
9. Signs. 5 Pylon signs 2.6m high x 0.8m wide are proposed. Total area of signs is 10.4 square metres. For Commercial development sites, Corowa DCP 2013 requires signs to be kept to a minimum, relevant to the business, not to dominate, be a hazard, not to distract motorists or be flashing.
10. Tree Removal. Trees that are listed in Corowa DCP 2013 do require approval to be removed. In this case the trees are not listed so approval is not required.

An assessment of the environmental impacts has been considered. In this urban location the impact on the built environment was the main consideration. It is considered that the development will result in some adverse environmental impacts.

Suitability of the site

Comment

This is the key issue of concern with the proposed development. The disadvantage of this site is its close proximity to a number of residential properties combined with the type of business and hours of operation. Two dwellings are located across the road in John Street and another house across the road in Bow Street. Other dwellings are located nearby on the western side of the rail corridor.

The site zoning does permit a range of commercial businesses. Some of the issues raised with the car wash proposal would also occur if another structure or business was to be built on the site. Similar issues such as high walls, anti social behaviour, loss of supervision of skate park, loss amenity in area and stormwater disposal. However it would be anticipated that the use of the site by another retail or commercial activity would be less likely to adversely affect neighbours with noise, hours of use, spray drift, lights etc.

Engineering Considerations

Comment

The application was referred to Council's Infrastructure and Utilities Department for assessment from an engineering viewpoint. A Traffic study and a Stormwater study was requested from the applicant. The

applicant provided some additional information rather than the study. This information has been assessed by the Engineers department who have formulated a number of conditions that can be applied to the application if a consent is approved.

Public interest

Comment

The Public Interest is concept that refers to considerations affecting the good order and functioning of the community and government affairs, for the well being of citizens. This public interest is a matter to be considered when assessing applications. The proposed car wash will provide convenience and a benefit to some members of the community i.e. people operating the business and those using the car wash. It may also adversely affect other members of the community such as nearby local residents. The proposed development is not substantially required or necessary for the community. The proposal is neither for or against the public interest.

Submissions/Public Consultation

The development application was advertised on 22 February 2017 and neighbourhood notification undertaken in accordance with the Council's obligations under the EP&A Act and our usual practices. 43 submissions were received with concerns about the development. A summary of the points raised in submissions to council are listed below. The issues raised most often are at top of the list and issues raised least often are at the bottom of the list. A copy of the submissions are attached as **Appendix 1**.

Traffic - increase in traffic flow disruption to existing traffic in Bow Street and John Street.

Lights – illumination of business will result in light spill, possibly enabling the skate park to be used at night.

Carwash – already car wash in town.

Noise

Adversely affect children in skate park

Reduction in local amenity

Graffiti

Social and safety – loitering behind high walls, view of street obstructed, loss of community supervision of skate park.

Undesirable adults, youths, troublemakers – gathering place.

Car Headlights – into residential properties when exiting property.

Unattractive appearance – not enhancing the area, unsightly.

Unsuitable land for commercial or industry.

Park should be enhanced.

Stormwater disposal and flooding.

Wastewater disposal.

Skate park already a problem area and eyesore – this will add to problems.

Cars hooning.

Developer Contributions

Comment

This is an existing parcel of land and developer contributions do not apply.

Conclusion

The proposed car wash will provide a business opportunity and a service for some members of the community and may adversely affect some others, particularly those living closest to the development.

Council has the option to refuse the application or approve it with conditions.

Financial Implications

N/A.

RECOMMENDED that Council grant the development application for DA 2017/32 Proposed Car Wash - 12 Bow street Corowa subject to the following conditions:

CONDITIONS

1. **CONSTRUCTION CERTIFICATE:** A construction certificate is required to be issued prior to commencement of any building work.
2. **SITE SIGN:** A sign must be erected in a prominent position on any site on which building work, subdivision or demolition work is being carried out:
 - a. Showing the name, address and telephone number of the principal certifying authority for the work, and
 - b. Showing the name, address and telephone number of the principal certifying authority for the work, and
 - c. Stating that unauthorised entry to the site is prohibited.

Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

3. **STREET NUMBER:** Prior to occupation of the dwelling the street number allocated to the premises shall be displayed so that it is clearly visible from the road adjacent to the front of the allotment.
4. **BOUNDARIES:** Provide a surveyors report to confirm that all buildings are correctly located and do not encroach over property boundaries.
5. **BCA:** the work must be carried out in accordance with the requirements of the *Building Code of Australia*.
6. **EMISSION:** The premises shall be constructed as to ensure that there are no adverse discharges of gas, dust, water spray or other material to the atmosphere and to prevent the emissions of smells and odours.
7. **NOISE LEVELS:** The noise level generated from within the premises metered in accordance with the requirements of the Protection of the Environment Operations Act 1997 (NSW) shall not exceed the background noise level by more than 5 dB(A) at any point in the closest affected adjoining or non-adjoining building.
8. **LANDSCAPING:** The landscaping shall be established as per the submitted plan and be maintained during the time the development is in use.
9. **NOISE:** The operation of the business shall not cause "offensive noise" as defined in NSW noise Legislation.
10. **ROAD OPENING PERMIT:** For all works on the footpath/nature strip or roadway, the applicant must obtain the necessary road opening permits.

11. **PLUMBING:** Plumbing and drainage installation and alteration shall be carried out in accordance with the provision of the NSW Code of Practice for Plumbing and Drainage which adopts the National Plumbing and Drainage Code AS3500, with NSW variations.
12. **TRADE EFFLUENTS AND WASTES:** No sewerage, sullage or trade effluents shall be permitted to flow into Council's stormwater system or any waterway/water course. No trade wastes are permitted to be disposed of into Council's sewerage system unless written consent has been given by Council.
13. **TRADE WASTE:** A liquid trade waste approval is required for all discharges to sewer to ensure no unacceptable discharges to Councils sewerage system.
14. **ACCESS TO PREMISES LEGISLATION:** The owner of the building shall ensure that, when completed, the works comply with the provisions and requirements of the Disability (Access to Premises – Buildings) Standards 2010.
15. **SEWER CONNECTION:** A Sewer main extension is required to be brought to the property to enable disposal of sewerage wastes.
16. **STORMWATER MANAGEMENT:** All stormwater and surface water discharging from the site, buildings and works must be conveyed to the legal point of discharge by underground pipe drains to the satisfaction of Council. No effluent, polluted or wastewater of any type may be allowed to enter the Council's stormwater drainage system or any road, stream, river or other waterway reserve.
17. **LIGHTING** Light spill and offence lighting shall comply with AS4282 Control of the intrusive effects of outdoor lighting.
18. **RUBBISH BINS** Suitable rubbish bins are to be positioned within the property for collection of waste from the use of the premises.
19. Prior to the issue of a construction certificate, a properly prepared drainage plan with computations must be submitted to and approved by Council. The plan must give details of how the works on the land are to be drained to a legal point of discharge and retarded to the existing discharge rates for a 1 in 10 year ARI storm. The plan must also show all and any work to extend Council's stormwater network to service the property.
20. Prior to the issue of a construction certificate, a plan showing vehicle movements must be submitted to and approved by Council. The applicant is to arrange the site such that all vehicle movement is one way, providing a single entry to the site and a single exit from the site. The plan submitted for Council approval must show all signage and line marking supporting one-way traffic flow through the site.
21. Two new vehicular crossing must be constructed generally in accordance with the endorsed plan(s) to the satisfaction of Council, before the use is commenced or building occupied and must comply with the following:
 - a. standard vehicular crossings must be constructed at right angles to the road to suit the proposed driveways, and any existing redundant crossing must be removed and replaced with concrete (kerb and channel);
 - b. Any proposed vehicular crossing must have satisfactory clearance to any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required must be in accordance with the requirements of the relevant authority and must be at the applicant's expense;

22. Prior to the commencement of the use, the developer must upgrade John Street to incorporate kerb and channel drainage and footpaths across the full frontage of the development in accordance with plans approved by Council.
23. Prior to the commencement of any engineering works, a construction certificate application in the prescribed manner (including appropriate plans addressing the matters conditioned in this approval) shall be submitted for approval. Works must not proceed without a valid construction certificate.
24. All works are to be carried out in accordance with Council's Infrastructure Design Manual.

MOVED on the motion of Councillors Longley and Wales that Council grant the development application for DA 2017/32 Proposed Car Wash - 12 Bow street Corowa subject to the following conditions:

CONDITIONS

1. **CONSTRUCTION CERTIFICATE:** A construction certificate is required to be issued prior to commencement of any building work.
2. **SITE SIGN:** A sign must be erected in a prominent position on any site on which building work, subdivision or demolition work is being carried out:
 - a. Showing the name, address and telephone number of the principal certifying authority for the work, and
 - b. Showing the name, address and telephone number of the principal certifying authority for the work, and
 - c. Stating that unauthorised entry to the site is prohibited.

Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

3. **STREET NUMBER:** Prior to occupation of the dwelling the street number allocated to the premises shall be displayed so that it is clearly visible from the road adjacent to the front of the allotment.
4. **BOUNDARIES:** Provide a surveyors report to confirm that all buildings are correctly located and do not encroach over property boundaries.
5. **BCA:** the work must be carried out in accordance with the requirements of the *Building Code of Australia*.
6. **EMISSION:** The premises shall be constructed as to ensure that there are no adverse discharges of gas, dust, water spray or other material to the atmosphere and to prevent the emissions of smells and odours.
7. **NOISE LEVELS:** The noise level generated from within the premises metered in accordance with the requirements of the Protection of the Environment Operations Act 1997 (NSW) shall not exceed the background noise level by more than 5 dB(A) at any point in the closest affected adjoining or non-adjoining building.

8. **LANDSCAPING:** The landscaping shall be established as per the submitted plan and be maintained during the time the development is in use.
9. **NOISE:** The operation of the business shall not cause “offensive noise” as defined in NSW noise Legislation.
10. **ROAD OPENING PERMIT:** For all works on the footpath/nature strip or roadway, the applicant must obtain the necessary road opening permits.
11. **PLUMBING:** Plumbing and drainage installation and alteration shall be carried out in accordance with the provision of the NSW Code of Practice for Plumbing and Drainage which adopts the National Plumbing and Drainage Code AS3500, with NSW variations.
12. **TRADE EFFLUENTS AND WASTES:** No sewerage, sullage or trade effluents shall be permitted to flow into Council’s stormwater system or any waterway/water course. No trade wastes are permitted to be disposed of into Council’s sewerage system unless written consent has been given by Council.
13. **TRADE WASTE:** A liquid trade waste approval is required for all discharges to sewer to ensure no unacceptable discharges to Councils sewerage system.
14. **ACCESS TO PREMISES LEGISLATION:** The owner of the building shall ensure that, when completed, the works comply with the provisions and requirements of the Disability (Access to Premises – Buildings) Standards 2010.
15. **SEWER CONNECTION:** A Sewer main extension is required to be brought to the property to enable disposal of sewerage wastes.
16. **STORMWATER MANAGEMENT:** All stormwater and surface water discharging from the site, buildings and works must be conveyed to the legal point of discharge by underground pipe drains to the satisfaction of Council. No effluent, polluted or wastewater of any type may be allowed to enter the Council's stormwater drainage system or any road, stream, river or other waterway reserve.
17. **LIGHTING** Light spill and offence lighting shall comply with AS4282 Control of the intrusive effects of outdoor lighting.
18. **RUBBISH BINS** Suitable rubbish bins are to be positioned within the property for collection of waste from the use of the premises.
19. Prior to the issue of a construction certificate, a properly prepared drainage plan with computations must be submitted to and approved by Council. The plan must give details of how the works on the land are to be drained to a legal point of discharge and retarded to the existing discharge rates for a 1 in 10 year ARI storm. The plan must also show all and any work to extend Council’s stormwater network to service the property.
20. Prior to the issue of a construction certificate, a plan showing vehicle movements must be submitted to and approved by Council. The applicant is to arrange the site such that all vehicle movement is one way, providing a single entry to the site and a single exit from the site. The plan submitted for Council approval must show all signage and line marking supporting one-way traffic flow through the site.

21. Two new vehicular crossing must be constructed generally in accordance with the endorsed plan(s) to the satisfaction of Council, before the use is commenced or building occupied and must comply with the following:
 - a. standard vehicular crossings must be constructed at right angles to the road to suit the proposed driveways, and any existing redundant crossing must be removed and replaced with concrete (kerb and channel);
 - b. Any proposed vehicular crossing must have satisfactory clearance to any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required must be in accordance with the requirements of the relevant authority and must be at the applicant's expense;
22. Prior to the commencement of the use, the developer must upgrade John Street to incorporate kerb and channel drainage and footpaths across the full frontage of the development in accordance with plans approved by Council.
23. Prior to the commencement of any engineering works, a construction certificate application in the prescribed manner (including appropriate plans addressing the matters conditioned in this approval) shall be submitted for approval. Works must not proceed without a valid construction certificate.
24. All works are to be carried out in accordance with Council's Infrastructure Design Manual.

Amendment to Motion

175/17FC **RESOLVED** on the motion of Councillors Miegel and Wales that:

The motion be amended – to include entry from John Street and exit from Bow Street.

The amendment to the motion was put to the meeting.

The amendment to the motion was carried.

The amendment became the motion and was again put to the meeting and carried.

VOTING

For: Councillors Kennedy, Longley, Miegel, Thomas, Wales and Bourke.

Against: Councillors Law and Longmire.

Councillor Whitechurch returned to the meeting at 11.34 am.

9. NOTICE OF MOTION / QUESTION WITH NOTICE

NO ITEMS

10. REPORTS FROM COMMITTEES

NO ITEMS

10a. REPORTS FROM DELEGATES

Councillor Law reported on the recent visit to Miki City, Japan with Councillor Miegel as part of the Sister City exchange program. Advise of the attendance of the students at the November Council Meeting for a presentation to Council. Presented the signed 'Agreement for the Establishment of a Sister City Affiliation between Federation Council and Miki City' and the signed 'Mutual Agreement of a sister City Affiliation between Federation Council and Miki City'. Honour to represent the Mayor and Council and looks forward to continuing into the future.

Councillor Miegel reported on his recent visit to Miki City as part of the the Sisiter City exchange program. Over the 20 years there has been over 100 students, 46 adults and 13 exchanges.

11. PRÉCIS OF CORRESPONDENCE REQUIRING COUNCIL ACTION/FOR INFORMATION

11.1 COROWA SWIMMING POOL

Letter sent to Council and Councillors regarding the Corowa Swimming Pool. A copy of this letter is included with the agenda.

176/17FC **RESOLVED** on the motion of Councillors Kennedy and Law that the correspondence be received.

12. CONFIDENTIAL ITEMS

NO ITEMS

13. CLOSURE OF MEETING

The meeting terminated at 11.41 am.

CONFIRMED: 21 NOVEMBER 2017.

THE MAYOR: _____